

**SHAMONG TOWNSHIP BOARD OF EDUCATION
COMBINED WORK SESSION and REGULAR MEETING
June 17, 2014
7:00 PM
INDIAN MILLS MEMORIAL SCHOOL**

The Regular Meeting of the Shamong Township Board of Education was called to order at 7:10 PM by Board President, Melissa Ciliberti, who announced, "The New Jersey Open Public Meeting Law was enacted to ensure the rights 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 the act, public notice of the meeting has been given by the Board Secretary in the following manner: Posting written notice to the Central Record and Burlington County Times."

Announcement: This meeting is being audio taped.

ROLL CALL

Melissa Ciliberti, Jeffrey Siedlecki, Michael Tuman and Jeffrey Warner.
Greg Vitagliano was absent.

Others Present:

Christine Vespe, Superintendent
Marie Goodwin, Business Administrator
Lisa Abramovitz, Curriculum Coordinator
Timothy Carroll, Principal IMMS
Nicole Espenberg, Director of Pupil Personnel Services
Nicole Moore, Principal of IMS
Shawn Tuman, Seneca Student BOE Representative

The flag salute was conducted.

STAFF and STUDENT RECOGNITION

Staff retiring at the end of the 2013-14 school year, as well as those with 25 years of service, were recognized with silver spun apple awards and words of recognition by administrators, as per attached exhibit.

Students in specific categories of outstanding achievement, as per attached exhibit, were recognized by staff and the Board of Education with certificates.

Shawn Tuman, Seneca Student BOE Representative, was presented with a personalized portfolio from the BOE by Christine Vespe, Superintendent, in appreciation for his service as a student representative to the BOE, and his dedication and comprehensive reports from Seneca to the BOE each month. Shawn was wished the best as he continues his educational journey in the Fall at James Madison University.

STUDENT REPORT(S) TO BOARD OF EDUCATION

Shawn Tuman, Seneca Student BOE Representative, provided a report to the BOE on Prom, Post-Prom (held 12-6am, coordinated by Emily Barnes, included fun/games/breakfast, a carnival the next day), Senior Day of Service followed by a barbeque, Awards Ceremony (Academic, Athletic, Pupils' Choice), Finals Schedule, Graduation on June 20th.

APPROVAL OF MINUTES

Jeffrey Siedlecki moved, seconded by Jeffrey Warner, to approve the minutes of the May 20, 2014 Board meetings.

AYES-FOUR NAYS-NONE ABSENT- Greg Vitagliano

FINANCIAL REPORTS

Michael Tuman moved, seconded by Jeffrey Siedlecki, to approve the following financial reports:

- Budget Transfers for the month of April 2014
- Bill List for May 29, 2014
- Bill List for June 17, 2014

INTEREST EARNED for April 2014: \$ **42.84**

PAYROLL for May 2014: \$ **785,925.51**

Roll Call Vote: AYES- Melissa Ciliberti NAYS-NONE ABSENT- Greg Vitagliano
 Jeffrey Siedlecki
 Michael Tuman
 Jeffrey Warner

BOARD PRESIDENT’S REPORT

Melissa Ciliberti congratulated the retirees and all students with awards. She also expressed appreciation to the Home & School Association and 8th Grade Advisors for all they did this school year.

MEETING OPEN TO THE PUBLIC

Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 7:51 PM.

- Karen Clementi, STEA President, said this was the best Board meeting this year. She also expressed appreciation to the principals for their comments about the retirees; to the Superintendent for the Open House this morning in the Board Office; to the Superintendent for the flowers for the retirees; to Ms. Ciliberti for her consideration at Coach Bingo and upon winning two times, giving one to a teacher who tied with her; and to the BOE/Administration for the Awards.
- Kathleen Green, Resident, questioned snow days and Spring Break, as well as changes to the school day to early dismissal at the end of the year with not much notice. Christine Vespe, Superintendent responded with the original calendar approval date, and explained the process of changes to the calendar, as well as reasons for changes, including excessive heat and health concerns, and that administrative and Board interaction was involved.
- Debbie McIntire indicated she spoke with the principal, Director of Special Ed, and Superintendent, regarding her child suffering a concussion and district policy. She questioned if policy is being followed and whether it’s the same or different as other

districts. She also inquired about CST evaluation and home instruction. Nicole Espenberg responded she could not discuss those items in public, but could discuss further in her office. Christine Vespe confirmed that specific student issues cannot be addressed publically, and also referred to the motion on the agenda that district policies are being reviewed to ensure they are in-line with statutes and up-to-date.

- Kathleen Green reinforced that it's a positive move that policies are being reviewed, especially for concussions, as that is a serious issue for students.. Christine Vespe confirmed every policy and regulation is being reviewed, but also pointed out that on the last day for staff, an in-service is being provided on the topic of concussion.

Melissa Ciliberti closed the meeting to the public at 8:00 PM.

SUPERINTENDENT'S REPORT

Christine Vespe provided an update to the 2013-2014 calendar in that there will be Early Dismissal on June 18, 19 and 20 due to excessive heat expected. She attended Kindergarten Orientation, which she enjoyed thoroughly and commended Nicole Moore. There will be an additional Kindergarten class for 2014-2015, keeping that grade level at four classes, the same as 2013-2014. Ms. Vespe also commended the Middle School Band/Choir and Creative/Performing Arts (Styers/Scardino/Abeyta) and IMS Recorder Show (Kim Martin) with Orff and Recorder instruments, which also included dance and performing, showing obvious student pride.

SUPERINTENDENT RECOMMENDATIONS FOR BOARD ACTION

Contract Ratification

Jeffrey Siedlecki moved, seconded by Jeffrey Warner, to ratify the Memorandum of Agreement between the Shamong Township Board of Education and the Shamong Township Education Association, dated July 1, 2013 through June 30, 2016.

Roll Call Vote: AYES- Melissa Ciliberti
Jeffrey Siedlecki
Michael Tuman
Jeffrey Warner

NAYS-NONE

ABSENT- Greg Vitagliano

Jeffrey Siedlecki moved, seconded by Jeffrey Warner, to ratify the Memorandum of Agreement between the Shamong Township Board of Education and the Shamong Township Principal and Supervisors Association, dated July 1, 2013 through June 30, 2016.

Roll Call Vote: AYES- Melissa Ciliberti
Jeffrey Siedlecki
Michael Tuman
Jeffrey Warner

NAYS-NONE

ABSENT- Greg Vitagliano

Personnel

Jeffrey Siedlecki moved, seconded by Michael Tuman, to approve the motions for personnel items #1-13, as listed below:

1. APPROVE Employee Profiles for 2013-2014 for STEA staff members, as per attached exhibit, which reflects revised salaries, effective 9/1/13 through 6/30/14, in accordance with negotiated Bargaining Agreement, as per attached exhibit.
2. APPROVE the following retirements:
 - Lillian Gardner, IMS, Custodian, effective 9/1/14
 - Patricia McLaughlin, IMS, Media Specialist, effective 10/1/14
3. APPROVE to employ the following individuals:
 - Kristjan Gatewood, District, Computer Technician, effective 6/9/14, \$25,000 annualized salary, prorated
 - Sherri Nugent, Board Office, Secretary/Bookkeeper, effective 7/8/14, \$44,000 annualized salary, prorated
 - Megan Szelc, IMMS, Basic Skills & Middle School Math, effective 9/1/14 – 6/30/15
Step 1 BA on Teacher Salary Guide
4. APPROVE to employ the following individuals as return from RIF, effective 9/1/14:
 - Nicole Dennis, IMS, Special Education
 - Colleen Forrester, IMS, Special Education
 - Roseann Gunzelman, IMS, .5 Teacher Aide
 - Traci Mendez, IMS, Special Education
 - Arlene Paris, IMS, .5 Teacher Assistant
 - Donna Peckis, IMS, .5 Teacher Assistant
 - Dana Walker, IMS, .5 Teacher Assistant
5. APPROVE the following status change, effective 9/1/14:
 - Traci Mendez, IMS, Special Education, .5 to Full-time
6. APPROVE Donna Peckis as Special Ed LTS for Linda Waters, effective 6/10 through 6/27/14.
7. APPROVE Dana Walker as .5 Teacher Assistant LTS for Donna Peckis, effective 6/10 through 6/27/14.
8. APPROVE individuals on the attached exhibit as district substitutes for the 2014-2015 school year, as per attached exhibit.
9. APPROVE the extracurricular activities and advisors on the attached exhibit for the 2014-2015 school year, as per attached exhibit.

10. AUTHORIZE the Business Administrator to pay warrants between the June and August Board meetings.
11. APPROVE John Reem, a student in the New Pathways to Teaching in New Jersey program at New Jersey City University, offered in collaboration with Burlington County College. To complete 15 hours of classroom observation in Susan Styers class at IMMS, during June 2014.
12. APPROVE a Sick Leave Donation Program for members of the Shamong Township Education Association, as per the attached exhibit, for the 2014-2015 school year, as per attached exhibit.
13. APPROVE additional pay for Merle Compton, one day per week, during July and August 2014, as needed.

Roll Call Vote: AYES- Melissa Ciliberti NAYS-NONE ABSENT- Greg Vitagliano
 Jeffrey Siedlecki
 Michael Tuman
 Jeffrey Warner

CURRICULUM

Jeffrey Siedlecki moved, seconded by Jeffrey Warner, to approve the Curriculum motion items #1-2 as listed below:

1. APPROVE the following individuals as Curriculum Facilitators in the district for the 2014-2015 school year, not to exceed 70 hours between September 2014 and June 2015, and based on availability of NCLB funds and district need.

Jennifer Babbitt Linda Cleveland

2. APPROVE an after school enrichment program, Overtime Athletics, at IMS, Wednesday, 3:15 – 4:15 p.m., six weeks, beginning mid-September or early October.

Roll Call Vote: AYES- Melissa Ciliberti NAYS-NONE ABSENT- Greg Vitagliano
 Jeffrey Siedlecki
 Michael Tuman
 Jeffrey Warner

SPECIAL EDUCATION

Jeffrey Siedlecki moved, seconded by Michael Tuman, to approve the Special Education motion items #1-2 as listed below:

1. *APPROVE the following out-of-district placements for Extended School Year during Summer 2014:*

- *Student #213240, YALE*
- *Student #213351, BCSSSD*
- *Student #212222, Brookfield*
- *Student #213346, Education Station*
- *Student #213131, Medford Lakes School District*
- *Student #212370, Mount Laurel Schpool District*

2. *APPROVE the following out-of-district placements for the 2014-2015 school year:*

- *Student #212997, Tabernacle School District*
- *Student #213240, YALE*
- *Student #213351, BCSSSD*
- *Student #212370, Mount Laurel School District*
- *Student #213131, Medford Lakes School District*
- *Student #213078, Tabernacle School District*
- *Student #213262, Howell School*

Roll Call Vote: AYES- Melissa Ciliberti Jeffrey Siedlecki Michael Tuman Jeffrey Warner	NAYS-NONE	ABSENT- Greg Vitagliano
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SCHOOL BUSINESS ADMINISTRATOR’S REPORT and RECOMMENDATIONS FOR BOARD ACTION

FINANCE / INSURANCE / BUSINESS

Jeffrey Siedlecki moved, seconded by Jeffrey Warner, to approve Finance/Insurance/business motion items #1-7, as listed below:

1. APPROVE the firm of Strauss Esmay Associates, Policy and Regulations Consultat, as a professional service for the 204-2015 school year, pursuant to N.J.S.A. 18A:18A-5a(1), at an annual rate of \$2,445.
2. APPROVE Systems 3000 Financial Management System, for 2014-2015, in the amount of \$25,261, as per the attached exhibit.
3. ADOPT Resolution #18-1314, directing that the Burlington County Insurance Pool Joint Insurance Fund distribute the district’s share of Net Distribution for the 1995-1996, 1996-1997, 1997-1998, 1998-1999, 2004-2005, 2005-2006,

2006-2007, 2007-2008 and/or 2008-2009 fund years, in the amount of \$38,047, to apply the full amount to the Board's next 2014-2015 premium, as per the attached exhibit.

4. ADOPT Resolution #19-1314, to approve the transfer of anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June, of which up to \$500,000 is available for such purpose of transfer, consistent with all applicable laws and regulations, as per attached exhibit.
5. APPROVE to accept the district's entitlement and funds for the "No Child Left Behind" grant program for FY2015, in the following amounts:

Title I Part A Basic, Concentration, Targeted, EFIG.....	\$36,160
Title II Part A	<u>\$12,314</u>
TOTAL	\$48,474

6. APPROVE transfers of NCLB funds, Title II Part A, as follows:

\$5,984.84	From	20-270-200-100-00-3	Title II A Salaries
	To	20-270-200-300-00-3	Prof & Tech Services

\$1,376.00	From	20-270-200-200-00-3	Title II Benefits
	To	20-270-200-300-00-3	Prof & Tech Services

\$ 769.98	From	20-270-200-100-01-3	Title II Salaries Carryover
	To	20-270-200-300-00-3	Prof & Tech Services

7. APPROVE acceptance of funds for small grants and projects, awarded by the Shamong Foundation for Educational Excellence, as indicated below.

SMALL GRANT:

Stemology 2	IMMS ...	\$ 700.00 ...	K. Clementi
Making Roads for Gifted Learners.....	IMMS ...	\$ 508.00 ...	K. Clementi
There is No 'I' in Team	IMMS ...	\$1,700.00 ...	S. Shultz
Music Tech in Middle School, Extended	IMMS ...	\$ 912.00 ...	S. Styers
Drama Club.....	IMMS ...	\$1,849.00 ...	K. Davies

PROJECT:

Video Student Handbook &	IMMS ...	\$2,313.35 ...	T. Carroll
Principal's Newscasts			

Roll Call Vote: AYES-	MELISSA CILIBERTI	NAYS-NONE
	JEFFREY SIEDLECKI	
	MICHAEL TUMAN	ABSENT- GREG VITAGLIANO
	JEFFREY WARNER	

OPERATIONS

Jeffrey Warner moved, seconded by Michael Tuman, to approve Operations motion items #1, as listed below:

1. APPROVE the following facility usage request:
 - a. *Shamong Township Adult Volleyball Organization*,
 IMS / IMMS Gymnasiums
 Wednesdays, 7:00-10:00 p.m.
 2014-2015 school year, as available

Roll Call Vote: AYES- Melissa Ciliberti NAYS-NONE ABSENT- Greg Vitagliano
 Jeffrey Siedlecki
 Michael Tuman
 Jeffrey Warner

GENERAL INFORMATION

ADMINISTRATIVE

- Principal’s Report: IMS, provided by Nicole Moore
- Principal’s Report: IMMS, provided by Tim Carroll
- Director of Pupil Services Report, provided by Nicole Espenberg
- Curriculum Coordinator Report, provided by Lisa Abramovitz
- School Business Administrator Report, provided by Marie Goodwin

UPCOMING EVENTS

- June 23-26 Early Dismissal - Students
- June 26 Last Day of School - Students (Early Dismissal)
- June 26 IMMS 8th Grade Graduation – Seneca High School
- June 27 Last Day of School – 10 Month Staff (Early Dismissal)

COMMITTEE REPORTS

None.

OLD BUSINESS

None

NEW BUSINESS

None

MEETING OPEN TO THE PUBLIC

Melissa Ciliberti opened the meeting to the public at 8:25 PM. Christine Vespe thanked the BOE, her staff, teachers, and community for the completion of her first year as Superintendent in the Shamong School District. Melissa Ciliberti closed the meeting to the public at 8:25 PM.

EXECUTIVE SESSION

Michael Tuman moved, seconded by Jeffrey Warner to adopt a resolution to adjourn to Executive Session at 8:26 PM, to discuss personnel, negotiations, and legal matters. Minutes of this closed session will be kept and will be disclosed to the public when the reasons for confidentiality no longer exist. The approximate length of Executive Session is estimated to be one hour. It is the intention of the Board that action may or may not be taken on an item in one of the areas indicated above. Michael Tuman moved, seconded by Jeffrey Warner, to adjourn Executive Session.

AYES-FOUR NAYS-NONE ABSENT- Greg Vitagliano

ADJOURNMENT

Michael Tuman moved, seconded by Jeffrey Warner, to adjourn the meeting at 9:08 PM.

AYES-FOUR NAYS-NONE ABSENT- Greg Vitagliano