

**SHAMONG TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
APRIL 28, 2015, 7:00 PM
INDIAN MILLS MEMORIAL SCHOOL**

The Public Meeting of the Shamong Township Board of Education was called to order at 7:05 p.m. by Board President, Melissa Ciliberti.

ROLL CALL

Melissa Ciliberti, Susan Daniels, Michael Tuman and Jeffrey Siedlecki.
Jeffrey Warner was absent.

Others Present:

Christine Vespe, Marie Goodwin, Lisa Abramovitz, Tim Carroll, and Nicole Espenberg.
Eric Pierre & Hanna Russo, IMMS Student Representatives to BOE
Justin Tuman, Seneca Student Representative to BOE
Nicole Moore arrived at 7:20 p.m.

The flag salute was conducted.

STUDENT BOE REPRESENTATIVES:

IMMS: Eric Pierre and Hanna Russo provided information on IMMS activities, including the Spring Fling Dance, NJHS Camp No Worries Volleyball Tournament, and PARCC.

Seneca: Justin Tuman provided a report on Seneca activities, including the Robotic Team's participation in 'Worlds' in Los Angeles, California; Senior Trip in Disney; Band Concerts on May 6th and May 20th; a Band Trip to Florida where they will be marching and playing in Epcot; a May 16th car wash from 9-Noon; and the school's Art Show in May.

2015-2016 BUDGET: The following statement was ready by Melissa Ciliberti, Board President: *Shamong Township Board of Education hereby opens the public hearing on the proposed 2015-2016 school budget. The tentative annual budget adopted by the BOE, and approved by the County Superintendent, represents the Board's position on the allocation of resources required to operate a thorough and efficient system of education. State law requires the governing school district to hold a public hearing on the district's proposed 2015-2016 budget. The purpose of the public hearing is to allow the public an opportunity to ask any questions and/or indicate any concerns regarding the proposed budget. The budget shall not be finally adopted by the governing Board of the district until after the public hearing has been held.*

BUDGET PRESENTATION:

Marie Goodwin provided a presentation on the 2015-2016 School District Budget. The presentation included information on Budget Facts, Operating Budget Expenses, Program Summary, Revenue Summary, Student Enrollment, and Tax Impact. Marie pointed out that this budget and tax impact is funding the proposed budget, as well as \$2million of projects at both schools. The Board thanked Marie for her diligence in developing and presenting the budget.

VISITORS

The New Jersey Public Meeting Law was read by Melissa Ciliberti, after which Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 7:28 p.m. As there were no comments, Melissa Ciliberti closed the public portion of the meeting at 7:28 p.m.

ADJOURNMENT, OPEN OF REGULAR MEETING

Michael Tuman moved, seconded by Jeffrey Siedlecki, to adjourn the public hearing and open the Regular portion of the meeting, at 7:29 p.m.

AYES – FOUR NAYS – NONE ABSENT – Jeffrey Warner

SUPERINTENDENT’S and ADMINISTRATORS’ REPORTS

Christine Vespe, Superintendent, provided her monthly report.
Marie Goodwin, Business Administrator, provided her monthly report, including an update on Facility Projects from ROD Grants. Michael Tuman asked if the security equipment can be leased, and Marie explained it cannot be as it is part of the SDA program/financing.
Tim Carroll, IMMS Principal, provided his monthly report.
Nicole Moore, IMS Principal, provided her monthly report.
Lisa Abramovitz, Curriculum Coordinator, provided her monthly report.
Nicole Espenberg, Director of Pupil Services, provided her monthly report.

ROUTINE MATTERS and FINANCIAL REPORTS TO THE BOARD

Michael Tuman moved, seconded by Susan Daniels, to approve the minutes of the March 17, 2015 Board meeting.

AYES – FOUR NAYS – NONE ABSENT – Jeffrey Warner

Jeffrey Siedlecki moved, seconded by Susan Daniels, to approve the minutes of the April 14, 2015 Board meeting.

AYES – FOUR NAYS – NONE ABSENT – Jeffrey Warner

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

- Board Secretary’s Reports for the months of February and March 2015
- Treasurer’s Reports for the months of February and March 2015
- Budget Transfers for the months of February and March 2015
- Cafeteria Report for the month of March 2015

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Jeffrey Warner
 Susan Daniels
 Jeffrey Siedlecki
 Michael Tuman

CERTIFICATION by the Board Secretary that as of March 31, 2015, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-16.10(c)3.

Business Administrator / Board Secretary

4/28/15
Date

CERTIFICATION by the District Board of Education, after review of the Board Secretary's and Treasurer's monthly financial reports, and upon consultation with the appropriate district officials; it is resolved that to the best of the knowledge of the members of the Board of Education, that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-16.10(c)4, and that it appears that sufficient funds are available, subject to funding by the State and Federal Governments, to meet the district's financial obligations for the remainder of the fiscal year.

Board President

4/28/15
Date

APPROVAL OF BILLS

Michael Tuman moved, seconded by Susan Daniels, to approve the Bill Lists for April 1, 2015, and for April 28, 2015.

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Jeffrey Warner
 Susan Daniels
 Jeffrey Siedlecki
 Michael Tuman

BUSINESS and FINANCIAL

Jeffrey Siedlecki moved, seconded by Michael Tuman, to approve the following Business and Financial item.

7.01 Move to approve the following 2015-2016 final school district budget, which was approved by the Executive County Superintendent:

| | <u>Budget</u> | <u>Local Tax Levy</u> |
|-------------------------------|---------------------|-----------------------|
| General Fund..... | \$13,851,211 | \$8,609,048 |
| Special Revenue Fund..... | 210,032 | ---- |
| Debt Service Fund | 856,815 | 676,038 |
| Total Base Budget..... | \$14,918,058 | \$9,285,086 |

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Jeffrey Warner
 Susan Daniels
 Jeffrey Siedlecki
 Michael Tuman

Jeffrey Siedlecki moved, seconded by Susan Daniels, to approve the following Business and Financial items.

7.02 Establish the petty cash fund for the 2015-2016 school year in accordance with Board Policy. The Business Administrator shall be designated to oversee proper disposition of the funds.

7.03 Approve the following companies to serve as tax shelter annuity companies (403b) on behalf of the Shamong Township School District for the 2015-2016 school year:

403bASP AIG/Valic The Equitable Met Life Lincoln Investment Plan

7.04 Approve 403bASP and The Equitable to serve as tax shelter annuity companies (475b) on behalf of the Shamong Township School District for the 2015-2016 school year.

7.05 Re-adoption of the existing chart of accounts, for the period from July 1, 2015 to June 30, 2016, unless modified by the Board of Education in accordance with those applicable policies, by-laws and/or rules/regulations.

7.06 Approve the following appointments, as indicated, until the next reorganization meeting.

- Marie Goodwin Board Secretary; District Safety Chairperson;
Affirmative Action Officer–District; Custodian of Records for OPRA;
Public Agency Compliance Officer (P.A.C.O)
Burlington County Insurance Pool Joint Insurance Fund Delegate
- Tim Carroll..... Affirmative Action Officer–IMMS; Chemical Hygiene Officer
- Nicole Moore Affirmative Action Officer – IMS
- Nicole Espenberg 504 Compliance Officer; Homeless Liaison; Title IX Coordinator
- Heidi Fuller CP&P Liaison; District Anti-Bullying Coordinator
- Jay Rabinowitz Attendance Officer
- Stacey Boyle-Weller Anti-Bullying Specialist-IMS
- Ryan Vaux..... Anti-Bullying Specialist-IMMS; PARCC Coordinator;
District Testing Coordinator; Substance Abuse Coordinator
- Kathleen Foster PARCC IT Contact
- Todd Hall AHERA Designated Person; Indoor Air Quality Designated Person;
Asbestos Management Officer; Integrated Pest Mgmt Coordinator;
Right to Know/Hazardous Comm Program Designated Person
- Scott Lucas..... Sewer Plant Operator

7.07 Appoint Jeffrey Warner as delegate to the New Jersey School Boards Association, effective January 6, 2015 through January 5, 2016.

7.08 Recognize the ‘Shamong Township Education Association’ (STEA) and the ‘Shamong Township Principals and Supervisors Association’ (STPSA) as the official bargaining units for represented staff.

- 7.09 APPROVE the travel and related expense reimbursements as per exhibit.
- 7.10 APPROVE the tuition rate for the 2015-2016 school year, in accordance with Policy #5118, for out-of-district student(s) of district staff members, in grades K-8, as \$2,500 annually.

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Jeffrey Warner
 Susan Daniels
 Jeffrey Siedlecki
 Michael Tuman

Jeffrey Siedlecki moved, seconded by Michael Tuman, to approve the following Business and Financial items.

- 7.11 Resolved that the Shamong Township Board of Education hereby approves the appointment of Holman, Frenia, Allen PC, as the school district’s Auditors of record, at an annual fee not to exceed \$17,300, until the next reorganization meeting.
- 7.12 Resolved that the Shamong Township Board of Education hereby approves the appointment of Frank Cavallo, Esquire, of Parker McCay Attorneys at Law, as the school district’s Solicitor of record until the next reorganization meeting.
- 7.13 Resolved that the Shamong Township Board of Education hereby approves the appointment of Dr. Joanne Eufemia, as the district’s School Physician until the next reorganization meeting.
- 7.14 Resolved that the Shamong Township Board of Education hereby approves the appointment of Fraytak, Veisz, Hopkins, Duthie, PC, as the school district’s Architect of record until the next reorganization meeting.
- 7.15 Resolved that the Shamong Township Board of Education hereby approves the appointment of Mr. Ronald J. Ianoale, Esquire, as the school district’s Bond Counsel of record until the next reorganization meeting.
- 7.16 Resolved that the Shamong Township Board of Education hereby approves the appointment of Ms. Robbi Ancampora, of Phoenix Advisors, LLC, as the school district’s Financial Advisor of record until the next reorganization meeting.

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Jeffrey Warner
 Susan Daniels
 Jeffrey Siedlecki
 Michael Tuman

Jeffrey Siedlecki moved, seconded by Susan Daniels, to approve the following Business and Financial items.

7.17 Approve the following individuals to serve as indicated, until the next Reorganization meeting:

Katherine Taylor..... Treasurer of School Monies \$3,943 annually, prorated
Scott Lucas Sewer Plant Operator..... \$ 29 per hour

7.18 Approve participation in a Shared Service Agreement, between Shamong Board of Education and Hi-Nella School District, for establishment of a Joint Purchasing System Agreement, for the 2015-2016 school year.

7.19 Approve joint transportation agreements with Burlington County Educational Services Unit, for the 2015-2016 school year, for Special Education Summer School, Special Education Winter Bus Routes, and Non-Public and Vocational Schools.

7.20 Approve the Xtel Communications Contract for three years, beginning July 1, 2015 through June 30, 2016, to provide local, regional toll, and long-distance telephone services, as recommended by the NJASBO ACT Program (1st year of a 3-year contract).

7.21 Approve participation in a Cooperative Pricing System, with the Middlesex Regional Education Services Commission serving as the 'Lead Agency', for the 2015-2016 school year.

7.22 Approve participation in the New Jersey State Health Benefit Plan, for the 2015-2016 school year, for health and prescription benefits.

7.23 Approve Delta Dental as the district's provider for dental coverage, for the 2015-2016 school year.

7.24 Approve a contract with Burlington County Educational Services Unit for professional services during the 2015-2016 school year, at the hourly rates listed in the contract.

7.25 Approve the following providers, for the 2015-2016 school year, at the rates listed in the contract.

- Dr. Thomas O'Reilly, MD Psychiatric Evaluations
- Dr. Galloway Vision Evaluations
- Functionally Able Rehab Occupational, Speech and Physical Therapy

7.26 Approve REM Audiology Associates as a provider for audiology services, as needed, for the 2015-2016 school year.

7.27 Approve Interactive Kids Services as a provider for assessments and evaluations, on an as-needed basis, for the 2015-2016 school year, at the rates listed in the contract.

- 7.28 Approve Advancing Opportunities as a provider for assistive technology, on an as-needed basis, for the 2015-2016 school year, at the rates listed in the contract.
- 7.29 Approve Evelyn Carelli to complete social evaluations for the district, as needed, during the 2014-2015 school year, at the following rates:
- Social Evaluation \$340/each
 - CST Meeting..... \$ 73/hour
- 7.30 Approve Karen McKenna to complete speech assessments for the district, as needed, during the 2014-2015 school year, at the following rates:
- Speech Evaluation \$395/each
 - Consultation – Half Day (3.25 hours) \$260/half-day
 - Consultation – Hourly..... \$ 90/hour
- 7.31 Adopt Resolution 1415-13, approving Nutri-Serve Food Management, Inc., as the district’s Food Service management provider (2nd year of a 5-year agreement), for the 2015-2016 school year, at a flat fee of \$20,200.
- 7.32 Adopt Resolution 1415-14, approving membership in the Burlington County Insurance Pool Joint Insurance Fund (BCIP JIF) for July 1, 2015 through June 30, 2016 (2nd year of a 3-year agreement).

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Jeffrey Warner
 Susan Daniels
 Jeffrey Siedlecki
 Michael Tuman

STUDENTS : None

SEPARATION OF EMPLOYMENT :

Jeffrey Siedlecki moved, seconded by Michael Tuman, to approve the following Separation of Employment items:

9.01 APPROVE the following resignation, as indicated:

Lisa Abramovitz Curriculum & Instruction Effective June 30, 2015
 Coordinator (District)
 Stepheni Donnelly..... Grade 2 Teacher (IMS) Effective June 30, 2015

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT– Jeffrey Warner
 Susan Daniels
 Jeffrey Siedlecki
 Michael Tuman

LEAVE OF ABSENCE:

Jeffrey Siedlecki moved, seconded by Michael Tuman, to approve the following Leave of Absence items:

10.01 APPROVE the following leave of absence for Daniel Giordano, Special Education, IMMS, as indicated.

- Personal, Unpaid, effective May 11-14, 2015

10.02 APPROVE the following leaves of absence for Katie Amacher, Kindergarten, IMS, as indicated:

- FMLA, Unpaid, effective September 2 through November 20, 2015

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT– Jeffrey Warner
Susan Daniels
Jeffrey Siedlecki
Michael Tuman

CHANGE OF ASSIGNMENT:

Jeffrey Siedlecki moved, seconded by Michael Tuman, to approve the following Change of Assignment item:

11.01 APPROVE a change of assignment for Pam Girgenti, IMS, from Kindergarten to Grade 2, effective September 1, 2015.

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT– Jeffrey Warner
Susan Daniels
Jeffrey Siedlecki
Michael Tuman

PERSONNEL APPOINTMENTS

Jeffrey Siedlecki moved, seconded by Michael Tuman, to approve the Personnel Appointment items listed below:

12.01 APPROVE the contract for Marie Goodwin, Business Administrator / Board Secretary, effective July 1, 2015 through June 30, 2016.

12.02 APPROVE to employ Nicole Canale as Speech, IMS, Step 5 MA of Teacher Salary Guide, effective September 1, 2015.

12.03 APPROVE to employ Jacklyn Rendfrey as Speech, IMS, Step 5 MA of Teacher Salary Guide, effective May 5 through June 30, 2015.

- 12.04 APPROVE the Employee Profiles for 2015-2016, for members of the STEA and STPSA bargaining units.
- 12.05 APPROVE the Employee Profile for 2015-2016, for non-affiliated staff.
- 12.06 APPROVE Erin Hartman to serve as a volunteer in the district, as needed, during the remainder of the 2014-2015 school year.

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Jeffrey Warner
 Susan Daniels
 Jeffrey Siedlecki
 Michael Tuman

PROGRAMS:

Susan Daniels moved, seconded by Michael Tuman, to approve the following Program items:

- 13.01 APPROVE a revision to the district’s 2014-2015 school calendar to reflect June 22, 23, and 24, 2015 as Early Dismissal days for students, and June 25, 2015 as the last day (Early Dismissal) of the 2014-2015 school year for students.
- 13.02 APPROVE an after school enrichment program, Overtime Athletics, at IMS, Grades 3-5, Thursdays, 3:15 – 4:15 p.m., six weeks, May 7 through June 11, 2015.
- 13.03 APPROVE the establishment of a Preschool Inclusion program in Shamong Township School District, for the 2015-2016 school year.

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Jeffrey Warner
 Susan Daniels
 Jeffrey Siedlecki
 Michael Tuman

POLICY:

Susan Daniels moved, seconded by Michael Tuman, to approve the following Program items:

14.01 APPROVE the following revised policies:

EXHIBIT 14

- 3542.1 Wellness & Nutrition
- 4119.26 Acceptable Use of Computer Network(s) / Computers, Email, Social Networks & Other Forms of Electronic Communications by Instructional Staff Members
- 4219.26 Acceptable Use of Computer Network(s) / Computers, Email, Social Networks & Other Forms of Electronic Communications by Support Staff Members
- 4231/4231.1 Staff Development; In-service Education; Visitations, Conferences
- 5118 Nonresident Students
- 5131.8 Physical Restraint of Students by Staff Members
- 6140 Curriculum Adoption
- 6141 Curriculum Design / Development
- 6161.4 Child Study Team
- 6164.3 Intervention & Referral Services
- 6171 Special Education Programs
- 6171.4 Special Education
- 6171.7 Special Education Independent Educational Evaluations
- 6172 Alternative Educational Programs

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Jeffrey Warner
Susan Daniels
Jeffrey Siedlecki
Michael Tuman

INFORMATION ITEMS

Committee Reports: The H&SA President thanked the Board and administrators for all of their efforts throughout the school year. Information was provided on several activities within the district, and that the H&SA Golf Outing raised \$11,254. Clarification was also provided regarding a rumor heard by H&SA members that there was not much money in the groups bank account, which is not true.

TRANSPORTATION: None

USE OF FACILITIES: None

MEETING OPEN TO THE PUBLIC

Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 8:17 p.m. As there were no comments, Melissa Ciliberti closed the public portion of the meeting at 8:17 p.m.

EXECUTIVE SESSION

It was determined by the BOE that no Executive Session was necessary.

ADJOURNMENT

Susan Daniels moved, seconded by Jeffrey Siedlecki, to adjourn the meeting at 8:20 p.m.

AYES – FOUR

NAYS – NONE

ABSENT – Jeffrey Warner

Respectfully submitted,

Marie Goodwin
Business Administrator /
Board Secretary