

**SHAMONG TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
AUGUST 18, 2015, 7:00 PM
INDIAN MILLS MEMORIAL SCHOOL**

The Regular Meeting of the Shamong Township Board of Education was called to order at 7:00 p.m. by Board President, Melissa Ciliberti.

ROLL CALL

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

Others Present:

Christine Vespe, Marie Goodwin, Tim Carroll, Robyn Klim, Nicole Moore and Todd Hall.

The flag salute was conducted.

Melissa Ciliberti read 'Thank You' notes from Claire Andris and Gillian Connolly.

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 7:07 p.m. As there were no comments, the public portion of the agenda was closed at 7:07 p.m.

SUPERINTENDENT'S and ADMINISTRATORS' REPORTS

Christine Vespe, Superintendent, provided her monthly report, including updates on Preschool Expansion, Seeds to Success summer program, and a new RTI curriculum at IMMS. Mrs. Vespe also communicated that all open positions in the district were filled, and that the district is building a strong Child Study Team. She also communicated that there are new labs at IMMS for struggling learners, which Tim Carroll will elaborate on.

Marie Goodwin, Business Administrator, provided her monthly report, including that the auditors are currently in district. She also reported on Facilities' SDA grants, a staff new hire in the office, Board Docs preparation, and transportation routes.

Nicole Moore, IMS Principal, provided her monthly report, and spoke about staff new hires and an increase in enrollment.

Tim Carroll, IMMS Principal, provided his monthly report, and spoke about learning labs at IMMS, explaining in detail about the labs, and the process of extra help for students. He communicated that the labs are small group in the areas of math, reading and writing, as well as RTI labs for 5th grade.

Kathleen Foster, Technology Coordinator, provided a report with Technology updates and summer work.

Todd Hall, Director of Security & Facilities, provided a report with updates on the various SDA Grant construction projects at both IMS and IMMS, including that 2nd grade window replacements are complete, door replacement has started, and all common area wires have been pulled for security upgrades, with Burglar alarm wiring and building access starting. The air conditioning portion of the projects is progressing, with anticipated completion of interior piping this week. Mr. Hall also reported on repair of storm drains at IMMS, improvements on IMMS baseball and softball fields, electric updates to basketball baskets at IMMS

ROUTINE MATTERS and FINANCIAL REPORTS TO THE BOARD

Michael Tuman moved, seconded by Jeffrey Siedlecki, to approve the minutes of the June 16, 2015 Board meeting.

AYES – FIVE

NAYS – NONE

ABSTAIN – NONE

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

- Board Secretary’s Report for the month of June 2015
- Treasurer’s Report for the month of June 2015
- Budget Transfers for the month of June 2015
- Cafeteria Report for the month of June 2015

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

CERTIFICATION by the Board Secretary that as of June 30, 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

8/15/15

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

8/15/15

Date

APPROVAL OF BILLS

Jeffrey Siedlecki moved, seconded by Michael Susan Daniels, to approve the following:

- Check Register for June 30, 2015
- Check Journal for July 15, 2015 and July 30, 2015
- Check Register for August 5, 2015
- Bill List for August 18, 2015

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

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

7.01 APPROVE the following appointments, as indicated, until the next reorganization meeting:

- Robyn Klim504 Compliance Officer
Homeless Liaison
Title IX Coordinator
- Renee WellsAttendance Officer

7.02 APPROVE a service agreement with Med-Flex, Inc. to provide medical waste transport services, effective July 1, 2015 through June 30, 2016 (Year 1 of a 3-year agreement).

7.03 APPROVE an agreement with Teaching Strategies, LLC to provide an online services subscription, from July 1, 2015 through June 30, 2016.

7.04 APPROVE a month-to-month service agreement with Maximus K-12 Education, Inc. to provide a service agreement for TIENET Software Special Education Case Management software, effective July 1, 2015 through September 30, 2015, in the amount of \$625.

7.05 APPROVE the addition of a Special Education module, with Realtime, effective July 1, 2015, at the rate of \$3,040, to provide IEP management.

7.06 APPROVE to the following placement for the 2015 Extended School Year:

Student #213346, Camp Ockanickon

7.07 APPROVE Brett DiNovi & Associates, LLC to provide the following Behavioral Consultation services, at the rates indicated, for the 2015-2016 school year:

Clinical Associate.....	\$ 55 per hour
Behavioral Consultant.....	\$115 per hour

7.08 APPROVE the appointment of Dr. Jay Patel, Tabernacle Family Medicine, to serve as the district’s School Physician until the next reorganization meeting.

- 7.09 APPROVE the appointment of Frank Cavallo, Parker McCay, to serve as the district's Labor Negotiator, until the next reorganization meeting.
- 7.10 APPROVE Business & Communication Strategies, LLC as a Professional Services provider, to provide revisions and updates of the district's policy manual, at an annual fee of \$2,667, for the 2015-2016 school year. (Year 2 of a 3-year agreement)

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

Susan Daniels voted Yes for all items except 7.09
 Susan Daniels Abstained on item 7.09

STUDENTS : None

SEPARATION OF EMPLOYMENT :

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

- 9.01 APPROVE rescission of employment of Nicole Canale, Speech, effective June 19, 2015.
- 9.02 APPROVE retirement of Sherri Cohen, Special Education, IMS, effective June 30, 2015.
- 9.03 APPROVE resignation of Bridget George, .5 Teacher Assistant, IMS, effective June 30, 2015.

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

LEAVE OF ABSENCE: None

CHANGE OF ASSIGNMENT:

Jeffrey Warner moved, seconded by Michael Tuman, to approve the following Change of Assignment items:

- 11.01 APPROVE the status change of Tim Henry, IMS, from Custodian – Day to Maintenance, effective September 1, 2015.
- 11.02 APPROVE the status change of Laura Hoffman, from IMMS Language Arts to Curriculum Coordinator / Teacher, at an annualized salary of \$97,940, effective September 1, 2015.

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

PERSONNEL APPOINTMENTS

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

- 12.01 APPROVE the following appointments, as indicated:
 - Samantha Butchin, IMS, Special Education, Step 1 BA on Teacher Salary Guide, effective September 1, 2015
 - Marcella Fernandez, IMS, Speech, Step 3 MA on Teacher Salary Guide, effective September 22, 2015, or sooner (between September 1-21) if available
 - Renee Wells, CST, Social Worker, Step 1 MA on Teacher Salary Guide, effective September 1, 2015
 - Julie Vorwerk, BOE, Purchasing / Board Office Clerk, 3 days per week, \$25,000 annualized salary, effective July 27, 2015
 - Kristy Jones, IMS, Custodian – Day, Step 1 on Custodian Salary Guide, effective September 1, 2015
 - George Lutz, IMS, Custodian – Night, Step 1 on Custodian Salary Guide, effective September 1, 2015
- 12.02 APPROVE Michelle Lee Banff as a Substitute Custodian for the district.
- 12.03 APPROVE Laura Hoffman to perform curriculum work, as needed during the summer 2015, on a per diem basis.
- 12.04 APPROVE the following individuals to perform summer work, as needed, for Preschool Parent Orientation, CST Meetings, Referrals/Evaluation, and Realtime training, during summer 2015, on a per diem basis:

Marcella Fernandez Donna Peckis
Stephanie Goldstein Jeanne Urso
Renee Wells

12.05 APPROVE the following individuals to perform work for evaluations, as needed, during the summer 2015, on a per diem basis:

Diane Carr
Kim Fox

Ryan McCorristin
Linda Waters

12.06 APPROVE the following individuals as mentors for teachers in the Provisional Teacher Program, during the 2015-2016 school year, as indicated:

Pat Durelli Samantha Butchin
Kim Fox Kristi Almond
Lisa Kemp Clancy Vena

12.07 APPROVE the following salary adjustment as a result of movement on the salary guide, effective September 1, 2015:

Tara Orichowskyj MA+30

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

PROGRAMS:

Jeffrey Warner moved, seconded by Jeffrey Siedlecki, to approve the following Program items:

13.01 APPROVE the extracurricular activities and advisors listed below, at the category indicated, for the 2015-2016 school year, at the stipend from Schedule B of the Collective Bargaining Agreement.

IMS Computer Club Jennifer Babbitt Category 3
IMS Science Fair Club Karen Clementi Category 3
IMMS Computer Club June Crowell Category 3

13.02 APPROVE the revision of the 2015-2016 school calendar for March 24, 2016 to reflect a change to Early Dismissal Day.

13.03 APPROVE a Sick Leave Donation Program, for members of the Shamong Township Education Association, effective September 1, 2015.

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

POLICY:

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

14.01 APPROVE the following revised policies, to reflect a change in format:

- Series 1000 Community Relations
- Series 3000 Business & Non-Instructional Operations
- Series 4000 Instructional & Support Staff
- Series 5000 Students
- Series 6000 Instructional Program
- Series 7000 Property & Facilities
- Series 9000 Bylaws of the Board of Education

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

TRANSPORTATION:

Susan Daniels moved, seconded by Jeffrey Siedlecki, to approve the following Transportation items:

15.01 APPROVE the district's transportation routes for the 2015-2016 school year, as per the attached exhibit.

15.02 APPROVE the 2015-2016 Burlington County Joint Transportation Agreement for Special Education Summer Schools, Special Education Winter Bus Routes, and Public, Nonpublic, and Vocational Schools, as per attached exhibit.

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

USE OF FACILITIES:

Jeffrey Warner moved, seconded by Jeffrey Siedlecki, to approve the following Use of Facilities item:

16.01 APPROVE a use of facilities request for *IMAA*, as follows:

IMMS	Outdoor Basketball Courts	July 20 – August 31, 2015 Mondays, 6:00-8:30 p.m.
IMS	All Purpose Room, Classrooms, Fields, Gymnasium	2015-2016 school year as coordinated with with Bill Simons
IMMS	Cafeteria, Classrooms, Fields, Gymnasium	

Roll Call Vote AYES:	Melissa Ciliberti Susan Daniels Jeffrey Siedlecki Michael Tuman Jeffrey Warner	NAYS – None	ABSENT – None
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MEETING OPEN TO THE PUBLIC

Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 7:47 p.m. As there were no comments, Melissa Ciliberti closed the public portion of the meeting at 7:47 p.m.

EXECUTIVE SESSION

It was determined there was no need for Executive Session.

Michael Tuman moved, seconded by Jeffrey Warner, to adjourn the Regular meeting at 7:50 p.m.

AYES – FIVE	NAYS – NONE	ABSENT – None
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Respectfully submitted,

Marie Goodwin
Business Administrator /
Board Secretary