

**SHAMONG TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
NOVEMBER 17, 2015, 7:00 PM
INDIAN MILLS MEMORIAL SCHOOL**

The Regular Meeting of the Shamong Township Board of Education was called to order at 7:0 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, Laura Hoffman, Robyn Klim, and Nicole Moore. IMMS Student Representatives to the BOE, Maddy Hunt and Gianna Mcintire, were also present.

The flag salute was conducted.

Christine Vespe administered the Oath of Allegiance to Maddy Hunt and Gianna Mcintire, swearing them in as IMMS Student Board Representatives for the 2015-2016 school year. The two students then gave a report to the Board of Education highlighting the Student Council officer elections and upcoming events, as well as NJHS activities and events.

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 7:13 p.m. As there were no comments, the public portion of the agenda was closed at 7:13 p.m.

SUPERINTENDENT'S and ADMINISTRATORS' REPORTS

Christine Vespe, Superintendent, provided her monthly report. She started her report with a statement regarding correspondence received by a Board member regarding a letter previously submitted to Mrs. Vespe and NJEA, and a concern by the resident that no response had been given. Mrs. Vespe indicated that upon initial receipt of said letter, she checked with the district's attorney and that legal counsel advised no response should be sent as no response was requested. She advised the student referenced in the letter is no longer in the Shamong Schools, but that would contact the attorney again regarding how to proceed. Mrs. Vespe reported on an award received by Ryan Vaux, IMMS School Counselor, sponsored by NJEA / Eagles Radio, in which he was honored as an All-Pro Educator, after being nominated by School Psychologist, Renee Wells. She also discussed an article published in The Shamong Sun on PLC's implementations at IMS, as led by Nicole Moore. Mrs. Vespe and the Business Administrator attended the Commissioner's Convocation earlier today, in which he talked about PARCC results, how data will be used, and reports will be communicated to parents/staff. Reports for the Algebra results will be coordinated with the Lenape district as the students are now at High School level. She reported that the Commissioner also discussed Common Core Curriculum. Mrs. Vespe attended NJ School Boards Convention in October, during which time she attended security workshops as her main focus. The district's Emergency Plan has been updated, and that some aspects of the plan are being reviewed at the building level. Staff has been provided with a brief overview of the plan, and all ID/Entry cards have been distributed and are being used at both buildings.

Marie Goodwin, Business Administrator, provided her monthly report including an update that the pension information has finally been released, and the auditors are currently working on finalizing the district's audit. The due date for reports has been extended by the State to December 21, 2015, and the Auditors plan to attend the December 15th Board meeting to present their findings. Project updates will also be provided by Todd Hall at the December 15th Board meeting. Ms. Goodwin highlighted an item on the agenda, requesting approval of a prescription plan change, which will result in savings to the school district, as well as to employees. The district's Safety Committee met earlier today, including nurses, teachers, Todd Hall, Bill Simons, Christine Vespe and herself, at which time district needs and any safety concerns were discussed.

Michael Tuman asked if recent changes from the State will have an impact on the district. Christine Vespe reviewed the types of recent changes, and how most of those changes have already been addressed in the Shamong School District. Nicole Moore discussed a recent call she made to the Red Lion State Police Barracks.

Michael Tuman also inquired about the status of air conditioning at IMS. Ms. Goodwin reported there is some internal work being finished, and that she, Mrs. Vespe and Todd Hall will be meeting with the architect on Monday to review the status of all projects.

Nicole Moore, IMS Principal, provided her monthly report. She indicated that the arrival and dismissal procedures at IMS are being reviewed and updated. The Crisis Management Teams from IMS and IMMS met and are working to update pamphlets to be distributed to parents, students and staff in the next few months. She thanked Sue Bryan and Stacey Boyle-Weller for their extensive work in this area during the recent in-service. Ms. Moore reported on her activation through the county's Crisis Response Team for assistance in Delran School District after the sudden death of one of their teachers. She expressed her appreciation to the district for allowing her to do this type of outreach. Ms. Moore discussed the recent Burlington County Principals & Supervisors Association's dinner, at which time Tim Carroll was recognized and received a Visionary Leader award, that also included a very nice professional development feature.

Tim Carroll, IMMS Principal, provided his monthly report, including a review of new classes in the building as they pertain to RTI. He indicated Laura Hoffman and Megan Szalc are at the head of the implementation for this program. The first marking period has gone extremely well, and 24 students have already been identified as being eligible to either exit the program, or be eligible for services. Schedules have been adjusted to reflect these changes, and a new progress report has been developed to be sent home for students involved in the program. The Fall Sports Banquet was held last Wednesday. IMMS's Boys Soccer team and the Field Hockey team was undefeated. IMMS sent 15 runners to the County Championship. Mr. Carroll communicated a story about the excitement when one of our teams recently played the home team of the coach/advisor and won. Mr. Carroll discussed his attendance at the recent NJPSA Conference, which he attended at the encouragement of Nicole Moore and Mrs. Vespe, and expressed his appreciation to the district and Board for being able to attend this type of professional development. He also communicated that student discipline was handled by Mrs. Vespe in his absence and thanked her for taking care of those issues.

Laura Hoffman, Curriculum Coordinator, provided her monthly report, and highlighted areas from the November 4th In-Service, including live virtual training for some of the curriculum, and shared information about the new Science curriculum for grades 5-6, as well as the Journey's curriculum. She reported on how books will be received, including that some will be available online. New textbooks for Science in grades K-5 will be the next stage.

Robyn Klim, Supervisor of Special Services, provided her monthly report, including information on her work with the two principals on Diversity Day activities on December 2nd, which is the 43rd anniversary of the IDEA program being signed, with teams mobilized at both buildings to promote diversity and acceptance in the district. She indicated she has received extensive compliments on revisions to IEPs, including the development of several unique plans including bringing out-of-district student(s) back into the district. Ms. Klim reported that Kindergarten now includes full-day inclusion with revisions to the program and IEPs, and that there is no longer a resource pull-out program at the Kindergarten level. She reported on her application for, and approval of, grant funds of Learning Alley, which will be used in the RTI program. Ms. Klim reported that the Preschool program is now fully-aligned with the NJ DOE's scale, and includes technology and 'centers'. Our district's target date was set as December 4th, however she indicated we would be in compliance for Best Practices Certification if the State came in tomorrow for review. Integrated preschool report cards have been developed and are aready to go. Enrollment is still open, and information is posted on the district's website. The program is growing, and inquiries are being received.

INFORMATION ITEMS - COMMITTEES

No reports provided.

ROUTINE MATTERS and FINANCIAL REPORTS TO THE BOARD

Michael Tuman moved, seconded by Jeffrey Siedlecki, to approve the minutes of the October 20, 2015 Board meeting, and the following financial reports:

- Board Secretary's Report for the month of September 2015
- Treasurer's Report for the month of September 2015
- Budget Transfers for the month of September 2015

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

APPROVAL OF BILLS

Michael Tuman moved, seconded by Jeffrey Warner, to approve the Check Runs dated November 17, 2015.

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

BUSINESS and FINANCIAL

Michael Tuman moved, seconded by Susan Daniels, to approve the following Business and Financial items.

7.01 Approval of travel and related expense reimbursements in accordance with 6A:23A-7.4.

7.02 Authorization for Prescription Plan change as follows:

WHEREAS, the Shamong Township Board of Education currently offers Prescription Coverage to its' employees through the School Employees' Health Benefits Program, and;

WHEREAS, Integrity Consulting Group, the Board's health insurance broker, has received a quote on behalf of the Board of Education from the Public Employee Benefits Trust Rx Alliance, and;

WHEREAS, the quoted rates received from the Public Employee Benefits Trust Rx Alliance are less expensive than the current School Employees' Health Benefits Program Plan for the period February 1, 2016 through December 31, 2016, and;

WHEREAS, The Public Employee Benefits Trust Rx Alliance has guaranteed equal to or better than benefits to the current School Employees' Health Benefits Program Plan in a letter dated October 20, 2015 hereto attached, and;

WHEREAS, Integrity Consulting Group recommends the change in Prescription Carriers effective February 1, 2016;

NOW, THEREFORE, BE IT RESOLVED, BY THE SHAMONG TOWNSHIP BOARD OF EDUCATION THAT, the change in Prescription Carriers to The Public Employee Benefits Trust Rx Alliance be effective February 1, 2016.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to Integrity Consulting Group for execution with insurance carrier.

7.03 Approval to accept funds from the Shamong Foundation for Education Excellence for the following grants and projects:

- \$ 296.06: *Science Fair*, IMMS, Kylene Roth & Ryne Davies
- \$1,347.00: *'little bits' BIG Learning*, IMS, Karen Clementi & Jennifer Babbitt
- \$2,022.00: *Stand and Deliver*, IMMS, Lisa Ryan
- \$6,799.99: *Trout in the Classroom 2*, IMMS, Steve Shultz

Questions, Comments, Discussion?

Tim Carroll provided a summary of the grants and projects included in 7.03.

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

STUDENTS : None

SEPARATION OF EMPLOYMENT : None

LEAVE OF ABSENCE:

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

10.01 Approval of the following leaves of absence:

- Employee #4220, medical, paid, effective November 4 through December 23, 2015, or sooner if permitted by doctor
- Employee #4145, return from medical leave, effective October 1, 2015

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

STATUS CHANGE: None

PERSONNEL APPOINTMENTS

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

12.01 Approval of the following individuals as volunteers in the district, as needed, for the 2015-2016 school year:

- Mehak Basu, Young Fine Artist
- Mike Gattis, Parent / Chef for Princeton University
- Thomas Gerber, Local Farmer

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 Approval of the district’s Nursing Services Plan for the 2015-2016 school year. *This item was tabled, and not voted on.*

13.02 Approval for Third Grade students at IMS to participate in a field trip to the Historic Olde Courthouse, Mt. Holly, NJ, on March 9, 2016. The students will learn about the three branches of government, as well as the court system.

- 13.03 Approval of the following individuals to serve as advisors in the PARCC after-school program during the 2015-2016 school year:

INDIAN MILLS ELEMENTARY SCHOOL

Language Arts Literacy: Diane Carr (3rd), Lisa Fuchs (4th), Kerry Haines (3rd)

Math: Michael Kimmel (4th), Jessica Simon (3rd)

Special Education: Samantha Butchin

Substitute: Kristen Perkins

INDIAN MILLS MEMORIAL SCHOOL

Language Arts Literacy: Diane Carr, Karen Davies

Math: Tara Orichowskyj, Megan Szalc

Substitute: Kylene Roth

- 13.04 Approval for the following individuals to serve as advisors in the After School Study Group program at Indian Mills Memorial School during the 2015-2016 school year:

Karen Davies Meghan Linck Barbara Quimby Kylene Roth

- 13.05 Approval for the following individuals to provide Homebound Instruction to students in the district, as needed, during the 2015-2016 school year:

Jennifer Babbitt
Lisa Fuchs

Karen Clementi
Tara Orichowskyj

Karen Davies
Clancy Vena

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

The above Roll Call vote is for items 13.02 through 13.05 only. Item 13.01 was tabled.

POLICY: None

TRANSPORTATION: None

USE OF FACILITIES:

Jeffrey Warner moved, seconded by Susan Daniels, to approve the following Use of Facilities items:

- 16.01 Approval of Use of Facilities request, as follows:

Indian Mills Athletic Association - Rec Basketball

Wednesdays & Saturdays, November 2015 through March 2016

IMS Gymnasium and IMMS Gymnasium, 6:00 – 9:00 p.m.

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

MEETING OPEN TO THE PUBLIC

Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 8:08 p.m. As there were no comments, Melissa Ciliberti closed the public portion of the meeting at 8:08 p.m.

FUTURE DATES

Dates, times and locations of future events were provided, including:

- November 20: Kids' Bingo
- November 25: Early Dismissal
- November 26-27: Thanksgiving Holiday (School Closed)
- December 1-4: Parent Conferences (Early Dismissal)
- December 9: IMS Chorus Concert – Day
- December 10: IMS Chorus Concert - Evening
- December 23: Early Dismissal
- December 24-31: Christmas / Winter Break (School Closed)
- January 1: Christmas / Winter Break (School Closed)

EXECUTIVE SESSION

Michael Tuman moved, seconded by Jeffrey Siedlecki, to adjourn to Executive Session at 8:20 p.m., to discuss Negotiations. It was estimated the approximate length of Executive Session would be thirty (30) minutes. It was the intention of the Board that action would not be taken on any item in the area indicated above.

AYES – FIVE NAYS – NONE ABSTAIN – NONE

Jeffrey Siedlecki moved, seconded by Jeffrey Warner, to adjourn Executive Session, and return to Public Session, at 8:35 p.m.

AYES – FOUR NAYS – NONE ABSENT – Susan Daniels

ADJOURNMENT

Jeffrey Siedlecki moved, seconded by Jeffrey Warner, to adjourn the meeting at 8:35 p.m.

AYES – FOUR NAYS – NONE ABSENT – Susan Daniels

Respectfully submitted,

Marie Goodwin
Business Administrator /
Board Secretary