

**SHAMONG TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING  
FEBRUARY 16, 2016, 7:00 PM  
INDIAN MILLS MEMORIAL SCHOOL**

The Regular 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, Jeffrey Siedlecki, Michael Tuman and Jeffrey Warner.

Others Present:

Christine Vespe, Marie Goodwin

The flag salute was conducted.

**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 information on her attendance at Tech Expo in Atlantic City, where she obtained information on technology, infrastructure and other items. She also reported on a Security Drill conducted on February 10<sup>th</sup>, which was a lock down, held in conjunction with the Office of Emergency Preparedness. Mrs. Vespe provided a brief overview of the process, and a few feedback items, indicating that she would have a more detailed report for the Board after all data is compiled from notes and feedback from the OEP.

Marie Goodwin, Business Administrator, provided her monthly report, noting that she is currently working on the 2016-2017 budget, but is waiting for State Aid information to be released. She provided the timeline of due dates and indicated the preliminary budget will be presented at the March 15<sup>th</sup> Board meeting. Michael Tuman asked if there was information regarding the Comcast issue. Ms. Goodwin briefly reviewed the process, and indicated there will be more information available once the investigation is finalized.

**INFORMATION ITEMS - COMMITTEES**

No reports provided.

**ROUTINE MATTERS and FINANCIAL REPORTS TO THE BOARD**

Michael Tuman moved, seconded by Jeffrey Warner, to approve the minutes of the January 19, 2016 Board meeting, and the following financial reports:

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

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

**APPROVAL OF BILLS**

Jeffrey Warner moved, seconded by Jeffrey Siedlecki, to approve the Check Runs dated February 16, 2016.

Discussion: Michael Tuman asked a question about Atlantic City Electric payments, which was explained as regular electric costs.

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

**BUSINESS and FINANCIAL**

Jeffrey Siedlecki 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 Approval of agreements for legal counsel and cyber forensic services as follows:

WHEREAS, the Shamong Township Board of Education experienced multiple network data disruptions and,

WHEREAS, the District has a need for specialized services of legal counsel and cyber forensic investigatory services for which it would otherwise use employees,

NOW, THEREFORE, BE IT RESOLVED, by this Board to authorize the business administrator to enter into an agreement with Lewis Brisbois Bisgaard & Smith LLP, dated January 22, 2016 for Lewis Brisbois Bisgaard & Smith to perform institutional legal services and to engage cyber forensic services under the direct supervision of the District,

BE IT FURTHER RESOLVED, effective January 22, 2016, Lewis Brisbois Bisgaard & Smith LLP, acting on behalf and under the direct supervision of its client, Shamong Township School District, has retained Charles River Associates (“CRA”) to provide privileged third party forensic investigatory services in connection with the above referenced matter.

Discussion: Michael Tuman asked a question on language within the agreements, specifically a lien. Marie Goodwin provided follow-up information.

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

**STUDENTS:**

Susan Daniels moved, seconded by Jeffrey Earner, to approve a tuition contract with FlemingtonRaritan Regional School District, for Student #213639 in a homeless capacity, for the 2015-2016 school year, effective November 23, 2015.

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

**SEPARATION OF EMPLOYMENT** : None

**LEAVE OF ABSENCE:**

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

10.01 Approval of a paid medical leave of absence for Employee #4199, effective January 11 through February 15, 2016.

10.02 Approval of unpaid time for Employee #4212, effective February 8, 2016.

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

**STATUS CHANGE:** None

**PERSONNEL APPOINTMENTS**

Jeffrey Warner moved, seconded by Michael Tuman, to approve the following individuals as volunteers in the district for the remainder of the 2015-2016 school year:

Dee Alspach  
Jennifer Bergen

Kathy Casper (Artist in Residence)  
Brianna Shaw-Hartman

Discussion: Michael Tuman asked if the Artist in Residence comes in to the school and speaks. Christine Vespe confirmed that is what happens.

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

**PROGRAMS:**

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

- 12.01 Approval for Alyssa DellaVecchia to complete an observation experience, as part of a requirement for her education program at Monmouth University, during the 2015-2016 school year. Linda Newman will serve as the cooperating teacher at Indian Mills Elementary School.
- 12.02 Approval for the following individuals to provide Program Enhancement in the areas indicated during the 2015-2016 school year:
  - Cathy Campeau, English Language Arts Literacy
  - Lisa Ryan, English Language Arts Literacy
  - Brian Davis, Math
  - Barbara Quimby, Math
- 12.03 Approval of an ESEA Accountability Action Plan – 2015 Participation Rate, for the sub-category of Economically Disadvantaged, to ensure these students meet the 95% Participation Rate.
- 12.04 Approval of a field trip for 3<sup>rd</sup> grade students to visit historical sites of Shamong, as part of a Social Studies objective, on February 22, 2016 (make-up weather date will be February 29, 2016).

Discussion: Christine Vespe explained that PARCC refusals were over 15%, and therefore under the 95% required participation rate, for the category of Economically Disadvantaged students, requiring development of an action plan.

Jeffrey Siedlecki asked what Program Enhancement was. Christine Vespe provided clarification.

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

**POLICY:**

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

13.01 First Reading of New Policy, Series 5000, Policy #5141.25 – Administration of Medical Marijuana.

13.02 Second Reading and final approval of New Policy, Series 7000, Policy #7015 – Security Cameras / Monitoring Devices.

13.03 Approval of the following revised policies:

- Series 5000, Policy #5141.21 – Administering Medication
- Series 5000, Policy #5145.4 – Equal Educational Opportunity
- Series 6000, Policy #6147.1 – Evaluation of Individual Student Progress
- Series 6000, Policy #6171.45 – Independent Educational Evaluations

Roll Call Vote AYES: Melissa Ciliberti    NAYS – See Below    ABSENT – None  
Jeffrey Siedlecki  
Michael Tuman  
Jeffrey Warner  
Susan Daniels voted Yes, except for Policy 6147.1 in 13.03 to which she voted No.

**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 7:40 p.m. As there were no comments, Melissa Ciliberti closed the public portion of the meeting at 7:40 p.m.

**FUTURE DATES**

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

- February 19: Foundation "Beat the Winter Blues" Dinner/Auction, Lucien's Manor (Berlin), 7:00 p.m.
- March 7-8: Parent Conferences (Early Dismissal)
- March 15: Board of Education Meeting, IMMS Media Center, 7:00 p.m.
- March 24: Early Dismissal
- March 25 - April 1: Easter / Spring Break (School Closed)
- May 3: Budget Public Hearing

**EXECUTIVE SESSION**

Michael Tuman moved, seconded by Jeffrey Warner, to adjourn to Executive Session, at 8:01 p.m., noting that 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 was estimated to be thirty (30) minutes and for the purpose of updating the Board on the negotiations process. It was the intention of the Board that action would not be taken on any item in one of the areas indicated.

AYES – FIVE      NAYS - NONE      ABSENT - None

**RETURN TO PUBLIC SESSION**

Jeffrey Siedlecki moved, seconded by Michael Tuman to return to Public Session at 8:45 p.m.

AYES – FOUR      NAYS – NONE      ABSENT – Susan Daniels

**ADJOURNMENT**

Jeffrey Siedlecki moved, seconded by Michael Tuman, to adjourn the meeting at 8:45 p.m.

AYES – FOUR      NAYS – NONE      ABSENT – Susan Daniels

Respectfully submitted,

Marie Goodwin  
Business Administrator /  
Board Secretary