

**SHAMONG TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING  
FEBRUARY 21, 2017, 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, and Jeffrey Warner.

Jeffrey Siedlecki and Michael Tuman were absent, as were Student BOE Representatives.

Others Present:

Christine Vespe, Laura Archer, Laura Hoffman, Robyn Klim, and Nicole Moore.

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 7:02 p.m. As there were no comments, the public portion of the meeting was closed at 7:02 p.m.

**SUPERINTENDENT'S and ADMINISTRATORS' REPORTS**

Christine Vespe, Superintendent, provided her monthly report, which began with an introduction of Nelson Vasquez, the new Technology Coordinator, and his wife Michelle. Nelson will begin in the district on April 12<sup>th</sup> if the effective date revision is approved by the Board. Dr. Vespe discussed details of a recent meeting with a local facility regarding the district's reunification plan and the potential to use the building as a location. She also discussed attendance at a recent Township Council meeting to present information on the upcoming Bond Referendum, as well as at Techspo at the end of January and workshops on classroom instruction and curriculum. Dr. Vespe provided info on a Bomb Threat Assessment Workshop conducted by the NJ State Police Bomb Unit, and indicated there have been changes in required responses by the district, new certifications, and updated procedures. She also discussed her participation with LEAD (Law Enforcement Against Drugs) and attendance at their conference. She will be serving on the organization's Academic Advisory Board, and advised that State Police will now be trained to work with schools. Dr. Vespe advised that the Tech Plan for digital learning was submitted last June, and recently reviewed and approved by the County Office. She met with Source 4 Teachers for a mid-year review on fill rates and other data, and participated in World Read Aloud Day at IMMS with the new Media Specialist, reading to 5<sup>th</sup> graders. Dr. Vespe indicated she attended the Foundation Dinner/Event and participated in the Meet & Greet portion at the beginning of the event.

Laura Archer, Business Administrator, provided her monthly report, including voting information at the upcoming Bond Referendum vote, and ongoing communication/publicity. She also provided an update on the 2017-2018 Budget, district facilities, and district technology. She indicated her attendance at a recent Gang Awareness training provided eye opening information and summarized what information to look for.

Nicole Moore, Principal – IMS, provided her monthly report, including information on topics such as Kindergarten Registration, a Valentine’s Day assembly, and her visit to a local facility regarding evacuation needs should they occur. She also commended the Director of Pupil Services for her help in taking care of unfilled absences. Ms. Moore also provided information on a somach bug outbreak the day before Winter Break, and commended the Maintenance Staff on their phenomenal job cleaning and sanitizing.

Laura Hoffman, Curriculum Director, provided her monthly report, including information on the Journey’s curriculum program extending to grades 1 and 2 next year. She also summarized activities from the Extended Day In-Service the previous week, and that the district may have the chance to pilot a curriculum program in several elementary grades next school year.

Robyn Klim, Director of Pupil Services, provided her monthly report, including information about a possible Therapy Dog Program, using dogs from her and a middle school teacher, for services in grades K-8, with updates coming in future months. She also conveyed that sensory needs are increasing at the elementary school, and that she’s enjoying helping the Superintendent with the Ban Bossy group.

Cafeteria Reports for the months of September, October and November 2016 were provided.

**INFORMATION ITEMS**

Copies of approval letters from the County Superintendent’s Office were provided for Mid-Year Budget Review 2016, as well as Technology Plan for Digital Learning 2017.

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

Jeffrey Warner moved, seconded by Susan Daniels, to approve the minutes of the January 3, 2017 and January 17, 2017 Board meetings, and the following financial reports:

- Board Secretary’s Reports for the months of December 2016 and January 2017
- Treasurer’s Reports for the months of December 2016 and January 2017
- Additional Budget Transfers for the month of December 2016
- Budget Transfers for the month of January 2017

Roll Call Vote AYES:	Melissa Ciliberti Susan Daniels Jeffrey Warner	NAYS – None	ABENT – Jeffrey Siedlecki Michael Tuman
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**APPROVAL OF BILLS**

Susan Daniels moved, seconded by Jeffrey Warner, to approve the Check Runs dated February 21, 2017.

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

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

- 7.01 Approval of a schedule change for the April Board meeting to April 25, 2017, as the Public Hearing on the 2017-2018 Budget and the Board’s Regular BOE Meeting.
- 7.02 Approval of travel and related expense reimbursements, in accordance with 6A:23A-7.4.
- 7.03 Approval for an increase of the Preschool Tuition Rate for the 2017-2018 school year to \$3,500 per student per year.
- 7.04 Approval for Special Education Consultant, LLC, to provide ABA (Applied Behavior Analysis) consultant services at the rate of \$45 per hour, and BCBA (Board Certified Behavior Analysis) consultant services at the rate of \$85 per hour, during the period of January 3 through June 30, 2017.
- 7.05 Approval to adopt a resolution requesting a waiver of the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2017-2018 school year.
- 7.06 Approval of Change Order #1 to Project #4712, Classroom Air Conditioning at IMS, to provide all labor and material to perform additional mechanical work at the Art and Music Rooms, at an additional cost of \$59,218.
- 7.07 Approval for disposal of equipment, identified as surplus, non-functioning hardware, in accordance with Board policy.

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

**SEPARATION OF EMPLOYMENT:** None

**LEAVE OF ABSENCE**

Susan Daniels moved, seconded by Jeffrey Warner, to approve the following leaves of absence:

- Employee #4031, Medical LOA, paid, effective March 1-28, 2017, or sooner if doctor permits
- Employee #4057, Medical LOA, paid, effective February 1 through May 24, 2017
- Employee #4057, LOA in accordance with FMLA, effective May 25 through June 30, 2017
- Employee #4092, Medical LOA, paid, effective January 26 through February 24 (.5), 2017
- Employee #4092, LOA in accordance with FMLA, unpaid, effective February 24 (.5) through March 13, 2017

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

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

- 11.01 Approval to change the effective date for Nelson Vasquez as Technology Coordinator, from May 1, 2017 to April 12, 2017.
- 11.02 Approval for Denise Geoghegan to transfer from Special Education Teacher to Grade 1 Teacher, effective February 14 through March 13, 2017.
- 11.03 Approval of Maryann Rabbe as a volunteer during the 2016-2017 school year.
- 11.04 Approval of an adjustment on the salary guide for Ryan McCorristin to MA, effective February 1, 2017.
- 11.05 Approval for Nicole Matthews, a Senior at Lenape High School, to shadow/observe in Jessica Simon’s (3<sup>rd</sup> Grade) and Richelle Macrae’s (Special Education) classrooms, during the 2016-2017 school year. Ms. Matthews was encouraged by the National Honor Society to shadow a classroom as part of her educational career interest.

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

Susan Daniels moved, seconded by Jeffrey Warner, to approve the 2017-2018 school calendar.

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

Jeffrey Warner moved, seconded by Susan Daniels, to approve revisions to Policy #6171.4, Series 6000, Special Education.

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

Jeffrey Warner moved, seconded by Susan Daniels, to approve a Facility Use Request for Boy Scout Troop 47, on April 1, 2017, 3-4 hours, IMMS Cafeteria, for an Eagle Scout ceremony.

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

**MEETING OPEN TO THE PUBLIC**

Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 7:31 p.m. As there were no comments, Melissa Ciliberti closed the public portion of the meeting at 7:31 p.m.

**FUTURE DATES**

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

- February 23: Night of the Notables (IMAGE Project), IMS Cafeteria, 6:00-7:00 p.m.
- February 28: 8th Grade Visit to BCIT
- March 1-2: Parent Conferences (Early Dismissal)
- March 2 : H&SA Meeting, IMMS Media Center, 7:00 p.m.
- March 10: Single Session (Student Early Dismissal) / PM In-Service (Staff)
- March 15 : Board of Education Meeting, IMMS, 7:00 p.m.
- March 16 : IMPACT Meeting, IMMS Media Center, 6:30-8:30 p.m.

Nicole Moore shared videos of Science lessons done during the recent in-service. Laura Hoffman shared that the process of discovery in what works and what doesn't, and how to learn from it using various tools/resources, was interesting.

**EXECUTIVE SESSION:**

Jeffrey Warner moved, seconded by Susan Daniels, to adjourn to Executive Session at 7:42 p.m., for the purpose of student updates and personnel items. 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 fifteen (15) minutes. It was the intention of the Board that action will not be taken in any of the areas indicated above.

**ADJOURNMENT**

Jeffrey Warner moved, seconded by Melissa Ciliberti, to adjourn the meeting at 8:25 p.m.

AYES – THREE            NAYS – NONE            ABSENT – Jeffrey Siedlecki, Michael Tuman

Respectfully submitted,

Laura Archer  
Business Administrator /  
Board Secretary