

**SHAMONG TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING  
DECEMBER 16, 2019, 7:00 PM  
INDIAN MILLS MEMORIAL SCHOOL**

The Regular meeting of the Shamong Township Board of Education was called to order at 7:03 p.m. by Board President, Melissa Ciliberti.

**ROLL CALL**

Present: Melissa Ciliberti, Anne Ehrke, Frank Locantore, Jeffrey Warner

Absent: Jeffrey Siedlecki

Others Present: Dr. Christine Vespe, Laura Archer, Tim Carroll, Nicole Moore,  
Sandra Thurston, Nelson Vasquez

The flag salute was conducted.

**MEETING OPEN TO THE PUBLIC**

Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 7:05 p.m. As there were no public comments, Melissa Ciliberti closed the public portion of the meeting at 7:05 p.m.

**SUPERINTENDENT'S AND BUSINESS ADMINISTRATOR'S REPORT**

Dr. Christine Vespe, Superintendent, provided her monthly report. She discussed the Exit Interview she attended with the Auditors, with the audit being a clean audit, with no findings. She thanked Laura Archer and the Business Office for their hard work, and indicated that the Auditor will be at the regular January Board meeting to make a presentation. Dr. Vespe reviewed other events she attended, including a Preschool Thanksgiving activity, the JIF dinner (district awarded \$2,500 for Tier 2 Safety Award, and a \$1,000 award for reporting claims in less than 24 hours, and commended Jackie Johnson for her prompt processing of all claims), and the IMS Winter Concert under Kim Martin's direction. She also attended an SOS coalition meeting regarding discussion of fairer distribution of funding, and that there will be a Lenape Funding Forum on February 13, 2020. She also discussed an item on the agenda pertaining to a meeting with Tabernacle School District Board members, Superintendent, and the B.A. Dr. Vespe wished everyone Happy Holidays.

Laura Archer, Business Administrator, provided her monthly report. She discussed the Exit Interview with the Auditor (audit started the first week of school in September and finished a few weeks ago), and thanked her staff in the Business Office for their diligence. Ms. Archer also discussed the Deli Bar purchased for the Cafeteria at IMMS to help boost sales, which will be changed over to a salad bar in the Spring.

Nicole Moore, IMS Principal, provided her monthly report, which included a presentation on the Family Friday Program at IMS, as well as discussions from her Parent Advisory Group.

Tim Carroll, IMMS Principal, provided his monthly report, which included information about a Spread the Warmth platform being conducted at IMMS, as well as his Parent Advisory Group. He also gave a summary of the 13<sup>th</sup> Annual Indoor Soccer Tournament, which was again a positive experience, and raised \$1,301 towards the 6<sup>th</sup> Grade Camp Ocky trip. Mr. Carroll also advised that John Rath will be donating the t-shirts for Camp Ocky (approx. \$600 value).

Sandy Thurston, Director of Pupil Services, provided her monthly report, highlighting information about continued success with the district's Therapy Dog Program, and her IMPACT Meeting (the Special Education Parent Advisory Group).

Nelson Vasquez, Technology Coordinator, provided his monthly report, including information about an 8<sup>th</sup> grade report sent to Seneca to help them prepare for incoming 9<sup>th</sup> graders next year. He attended the JIF Dinner, gave information about a new copier fleet vendor, which will result in savings to the district, and provided updates about the District's App use.

Jackie Johnson, Administrative Assistant to the Superintendent, indicated she attended the JIF Dinner, and has been working on budget and other projects with Dr. Vespe and Ms. Archer.

Kristjan Gatewood, Computer Technician, provided information about the 8<sup>th</sup> Grade Dance he helped chaperone.

Frank Locantore, NJ School Boards Delegate, reported on legislation being presented by the Governor to help districts with Fair Funding, and advised about dates for orientation of new Board members.

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

Jeffrey Warner moved, seconded by Frank Locantore, to approve the following:

- 5.01 Minutes of the November 19, 2019 Board meetings
- 5.02 Board Secretary Report for the month of October 2019
- 5.03 Treasurer Report for the month of October 2019
- 5.04 Transfer Report for the month of October 2019 (adjusted 37-40) and for the month of November 2019
- 5.05 Nutri-Serve Food Management Financial Report for the month of October 2019

Roll Call Vote AYES: Melissa Ciliberti      NAYS – None      ABSENT – Jeffrey Siedlecki  
Anne Ehrke  
Frank Locantore  
Jeffrey Warner

#### **APPROVAL OF BILLS**

Frank Locantore moved, seconded by Anne Ehrke, to approve the Check Runs dated December 16, 2019.

Roll Call Vote AYES: Melissa Ciliberti      NAYS – None      ABSENT – Jeffrey Siedlecki  
Anne Ehrke  
Frank Locantore  
Jeffrey Warner

**BUSINESS and FINANCIAL**

Anne Ehrke moved, seconded by Jeffrey Warner, to approve the following Business and Financial items:

- 7.01 Approval for two Shamong Board of Education members, as well as the Superintendent and Business Administrator, to attend a meeting hosted by the Tabernacle Board of Education, on January 16, 2020, to discuss possible cost saving measures. Board members and administration from Southampton and Woodland school districts are also invited to attend.
- 7.02 Approval of travel and related expense reimbursements in accordance with 6A:23A-7.4.
- 7.03 Approval to accept the 2018-2019 audit, and related documents, and approve the attached:
  - Auditor’s Man agement Report on Administrative Findings – Financial, Compliance and Performance for the Fiscal Year ended June 30, 2019
  - Comprehensive Annual Financial Report for the Fiscal Year ended June 30, 2019
- 7.04 Approval of a Settlement Agreement / General Release on behalf of Student #213509.
- 7.05 Approval of a Resolution for the district, determining to acquire and finance equipment by means of a lease purchase financing, in an amount not to exceed \$500,000, authorizing an advertisement for bids to finance the equipment if necessary, delegating the award of the bid, authorizing execution of the lease and related documents, and authorizing other actions necessary to complete the transaction.

Roll Call Vote AYES: Melissa Ciliberti      NAYS – None      ABSENT – Jeffrey Siedlecki  
Anne Ehrke  
Frank Locantore  
Jeffrey Warner

**LEAVES OF ABSENCE**

Jeffrey Warner moved, seconded by Frank Locantore, to approve the following leaves of absence revisions:

- Employee #4151, Medical/FMLA, Paid, effective February 3 - March 10,, 2020
- Employee #4151, FMLA, Unpaid, effective March 11-24, 2020
- Employee #4151, NJFLA, Unpaid, effective March 25 - June 24, 2020
- Employee #4286, Medical/FMLA, Paid, effective November 11 - December 13, 2019
- Employee #4286, FMLA, Unpaid, effective December 16, 2019 - January 2, 2020
- Employee #4286, NLFLA, Unpaid, effective January 3 - March 5, 2020

Roll Call Vote AYES: Melissa Ciliberti      NAYS – None      ABSENT – Jeffrey Siedlecki  
Anne Ehrke  
Frank Locantore  
Jeffrey Warner

**PERSONNEL APPOINTMENTS**

Frank Locantore moved, seconded by Anne Ehrke, to approve the following Personnel Appointment items:

- 11.01 Approval for Amanda Vogelei to serve as Computer Club Advisor during the 2019-2020 school year, at the rate indicated on Schedule B of the STEA Collective Bargaining Agreement.
- 11.02 Approval for Jennifer Babbitt to participate in Curriculum Writing for Library: K-4/STEM, and align the new AASL Standards, not to exceed ten hours at the School Year Curriculum/Program rate on Schedule B of the STEA Collective Bargaining Agreement.

Roll Call Vote AYES: Melissa Ciliberti      NAYS – None      ABSENT – Jeffrey Siedlecki  
 Anne Ehrke  
 Frank Locantore  
 Jeffrey Warner

**PROGRAMS**

Anne Ehrke moved, seconded by Jeffrey Warner, to approve Allison Hoskin to shadow Alicia Furey, Occupational Therapist, in the district for the remainder of the 2019-2020 school year (December-June). This experience is part of Ms. Hoskin’s educational program through Rowan University.

Roll Call Vote AYES: Melissa Ciliberti      NAYS – None      ABSENT – Jeffrey Siedlecki  
 Anne Ehrke  
 Frank Locantore  
 Jeffrey Warner

**POLICY**

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

- 13.01 Approval of the First Reading for New Policies as listed below:
  - Policy 4151.5, Series 4000 - Earned Sick Leave Law (Instructional Personnel)
  - Policy 4251.5, Series 4000 - Earned Sick Leave Law (Support Personnel)
- 13.02 Approval of the Second Reading and Approval for New Policies as listed below:
  - Policy 4111.3, Series 4000 - Instructional Personnel, Domestic Violence
  - Policy 4211.3, Series 4000 - Support Personnel, Domestic Violence
  - Policy 5145.46, Series 5000 - Students, Student Gender
  - Policy 6145.25, Series 6000 - Instructional Program, Precautions for Heat & Humidity During Athletics & Other Extracurricular Activities
- 13.03 Approval of the revised policies as listed below:
  - Policy 3542.46, Series 3000 – Business/Non-Instructional Operations, Meals on Credit/Charged Meals

Roll Call Vote AYES: Melissa Ciliberti      NAYS – None      ABSENT – Jeffrey Siedlecki  
 Anne Ehrke  
 Frank Locantore  
 Jeffrey Warner

**USE OF FACILITIES**

Frank Locantore moved, seconded by Anne Ehrke, to approve the following Use of Facilities items:

- IMAA Recreation Basketball,  
December 14, 2019, IMS and IMMS Gyms, 8:00 a.m. – 12:30 p.m.  
December 17-20, 2019, IMS and IMMS Gyms, 6:00 – 9:00 p.m.

Roll Call Vote AYES: Melissa Ciliberti      NAYS – None      ABSENT – Jeffrey Siedlecki  
 Anne Ehrke  
 Frank Locantore  
 Jeffrey Warner

**MEETING OPEN TO THE PUBLIC**

Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 7:39 p.m. Three residents spoke about the Cell Tower issue discussed at a recent Township Committee meeting, and communicated their opinions with regard to the tower being on school district property. Dr. Christine Vespe explained the process on the Board of Education and District’s part to date, with the Board’s position remaining to not have it placed on school property. Melissa Ciliberti closed the public portion of the meeting at 8:00 p.m.

**FUTURE DATES**

Future dates/events during December and January were provided.

**ADJOURNMENT**

Jeffrey Warner moved, seconded by Frank Locantore, to adjourn the meeting at 8:00 p.m.

AYES – FOUR      NAYS – NONE      ABSENT– Jeffrey Siedlecki

Respectfully submitted,

Laura Archer  
 Business Administrator/Board Secretary