

**SHAMONG TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
JUNE 13, 2017, 7:00 PM
INDIAN MILLS MEMORIAL SCHOOL**

The Public Hearing 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
Jeffrey Warner was absent.

Others Present:

Christine Vespe, Laura Archer, Tim Carroll, Laura Hoffman, Robyn Klim, Nicole Moore,
Nelson Vasquez, Justin Tuman

The flag salute was conducted.

Several staff members and a student presented the Board of Education with a quilt made at IMMS during Special Education Week. The student explained how homerooms made squares, which were then put together into one large quilt. The cost was covered by H&SA.

STUDENT BOE REPRESENTATIVE REPORTS

Justin Tuman thanked the Board for the opportunity to serve as a Student Board Representative for Seneca High School, and provided a report about activities at Seneca, include the Band trip to Virginia, Sports Awards, and Graduation. Christine Vespe, Superintendent, and Melissa Ciliberti, Board President, presented Justin with a Certificate of Recognition and thanked him for his service.

STAFF AND STUDENT RECOGNITION

Certificates of Recognition were given to students for special achievements outside the district, including in the field of Arts, Essay Contests, etc. Retirees, Teachers of the Year, and Educational Specialist of the Year were also recognized. There was a 5-minute intermission to allow students, staff and their families to leave if they chose.

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 7:53 p.m.

A parent thanked everyone once again for all they did for Camp Ocky. He explained last year he thanked a few, but wanted to be sure and thank administration and teachers for the activities that mean so much to him and his family, including Veterans' Day event, and the concerts at IMS and IMMS.

The public portion of the meeting was closed at 7:55 p.m.

SUPERINTENDENT'S and ADMINISTRATORS' REPORTS

Christine Vespe, Superintendent, provided a summary of an HIB incident reported and found to be valid. She also provided her monthly report, highlighting items from Special Education Week, IMS activities, Kindergarten Orientation, and a DEAC meeting. All current Teacher Assistants who applied through Insight were interviewed and hired as paraprofessionals through Insight. She reported on IMMS events, including 8th graders' 'Walk-Out' and upcoming 8th grade Graduation. She will be speaking at College of NJ to potential teachers this summer, and reviewed proposed funding changes and potential impact to the district. Dr. Vespe thanked administrators and Board Members for all of their support this year.

Laura Archer, Business Administrator, provided her monthly report, including information about conference she recently attended, and offered information about two items on the agenda regarding the referendum, as well as excess revenue from JIF. She also explained that an ad will be placed in the newspaper for the well pit renovation, and discussed participation in a reverse auction for electricity. Ms. Archer also highlighted the recent Wellness Committee meeting held, which resulted in interesting perspectives from students.

Nicole Moore, IMS Principal, provided her monthly report.

Tim Carroll, IMMS Principal, provided his monthly report.

Laura Hoffman, Curriculum Director, provided her monthly report.

Robyn Klim, Director of Pupil Services, provided her monthly report.

Nutri-Serve Management Financial Reports were provided for March and April 2017.

CORRESPONDENCE: None

COMMITTEE REPORTS

Information was provided regarding recent and upcoming Educational Foundation activities.

ROUTINE MATTERS and FINANCIAL REPORTS TO THE BOARD

Melissa Ciliberti moved, seconded by Michael Tuman, to approve the minutes of the May 16, 2017 Board meeting(s), and the following financial reports:

- Board Secretary's Report for the month of May 2017
- Treasurer's Report for the month of May 2017
- Budget Transfers for the month of May 2017

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

APPROVAL OF BILLS

Melissa Ciliberti moved, seconded by Jeffrey Siedlecki, to approve the Check Runs dated June 13, 2017.

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

BUSINESS and FINANCIAL

Melissa Ciliberti 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 to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June, of which up to \$700,000 is available for such purpose of transfer.
- 7.03 Approval to change the Special Board Meeting previously scheduled for June 22, 2017, to July 5, 2017.
- 7.04 Approval of a Resolution, authorizing the Burlington County Insurance Pool Joint Insurance Fund to apply the surplus distribution to the Fund's Aggregate Excess Loss Contingency Fund, which provides an available individual contingency balance to use in satisfying any possible need for a supplemental assessment, and an annual capacity to use all, or a portion of, the individual available balance in offsetting future premiums.
- 7.05 Approval for Dr. Barbara Leech to provide Comprehensive Neuropsychological Evaluations, as needed, during the 2017-2018 school year, \$1,500 per evaluation.
- 7.06 Approval for Maria Azpiri and Dolly Guzman to provide educational evaluations for bilingual students, as needed, during the 2017-2018 school year.
- 7.07 Approval of a Resolution authorizing the submission of project documents to the NJ Department of Education, as follows:

RESOLVED that the Shamong Township School District Board of Education approve the following projects:

- Rehabilitation Projects at Indian Mills Memorial Middle School (FVHD #4919/NJDOE #4740-055-17-2000)
- Rehabilitation Projects at Indian Mills Elementary School (FVHD #4920/ NJDOE #4740-050-17-2000)

BE IT FURTHER RESOLVED that the District's Architects, Fraytak Veisz Hopkins Duthie, P.C. be authorized to submit the above projects to the NJ Department of Education for approval on the District's behalf.

BE IT FURTHER RESOLVED that amendments to the Long-Range Facilities Plan by Fraytak Veisz Hopkins Duthie, P.C. to incorporate the above projects be approved.

7.08 Approval to accept funds from the Shamong Foundation for Educational Excellence for the projects and grants listed below, for the 2017-2018 school year:

"LittleBits" of Knowledge Go A long Way (pt 2)	IMS	\$ 1,179.55	Karen Clementi & Jen Babbitt
Mindfulness Training	IMS	\$ 2,000.00	Kristen Hook
Water Works: Engineering Water Filtration Systems	IMS	\$ 5,525.00	Lisa Abramovitz & 3rd Grade Team
School Library Makerspace	IMMS	\$13,307.97	Anastasia Hanneken

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

STUDENTS: None

SEPARATION OF EMPLOYMENT: None

LEAVE OF ABSENCE:

Melissa Ciliberti moved, seconded by Michael Tuman, to approve of the following leaves of absence:

- Employee #4024, Leave in accordance with FMLA/NJFLA, unpaid, effective May 4 through June 6, 2017, and return from LOA, effective June 7, 2017
- Employee #4042, Medical LOA, paid, effective May 23 through June 9, 2017, and return from LOA, effective June 12, 2017
- Employee #4168, LOA, unpaid, effective 6/2/17
- Employee #4172, Medical LOA, paid, effective October 23 through November 22, 2017
- Employee #4172, Leave in accordance with FMLA/NJFLA, unpaid, effective November 27, 2017 through February 23, 2018
- Employee #4172, Child Rearing LOA, unpaid, effective February 26 through June 30, 2018
- Employee #4205, Medical LOA, unpaid, effective May 18, 2017 (1/2 day), May 22, 2017, May 30, 2017 (1/2 day), June 5, 2017, June 6, 2017 (1/2 day), June 13, 2017 and June 16, 2017

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

PERSONNEL APPOINTMENTS

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

- 11.01 Approval to employ the following individuals, as indicated:
- Jessica Cardella, Spanish Teacher, IMMS, Step 7 MA on the Teacher Salary Guide, effective September 1, 2017
 - Ruthie Stitt, Music Teacher, IMMS, Step 6 MA+15 on the Teacher Salary Guide, effective September 1, 2017

- Laura Archer, Business Administrator / Board Secretary, District, July 1, 2017 through June 30, 2018, as per the contract approved by the County Executive Superintendent
- 11.02 Approval of movement on the salary guide for Lisa Fuchs to BA+30, effective September 1, 2017.
- 11.03 Approval of the following staff transfers for the 2017-2018 school year:
- Karen Davies, IMMS, from 5th Grade Social Studies Teacher to 5th Grade Language Arts Literacy Teacher
 - Pam Girgenti, IMS, from Grade 2 to Grade 1 Teacher
 - Ryan McCorristin, Special Education Teacher, from IMMS to IMS
 - Kylene Roth, IMMS, from 5th Grade Science Teacher to 5th Grade Science (.5) and Social Studies (.5) Teacher
 - Susan Styers, IMMS, from General Music Teacher to Instrumental Music / Band Teacher
 - Megan Szelc, IMMS, from BSI Math Teacher to Math (3/5) and Special Education Math (2/5) Teacher
- 11.04 Approval to employ Terry Anderson, Richard Ellis, Luke Goodwin, and Amber Henry for summer custodial work.
- 11.05 Approval for the following individuals to serve as Curriculum Facilitators, as indicated, during the period of July 2017 through June 2018, at the negotiated agreement rate for Curriculum During the Year, or Curriculum During Summer, based on hours worked:
- IMS (Shared): Lisa Abramovitz, Michael Kimmel
 - IMMS: Diana Haas
- 11.06 Approval for the following individuals to provide Curriculum Writing, in the areas indicated, at the negotiated rate for Curriculum During Summer:
- TECHNOLOGY / MEDIA CENTER (Grades 5-8): Anastasia Hanneken
- JOURNEYS - GRADE 1: Linda Newman
JOURNEYS - GRADE 2: Jessica Simon
- PLC CURRICULUM WRITING - SCIENCE (Grades K-5):
Kindergarten: Jennifer Trauger
Grade 1: Tara Reed
Grade 2: Lisa Scott
Grade 3: Jessica Simon
Grade 4: Susan Styers
Grade 5: Ryne Davies
Substitute: Lisa Scott
- 11.07 Approval for Lisa Ryan and Susan Styers to provide Scheduling Assistance at IMMS, not to exceed 40 hours per teacher, at the negotiated rate for Summer Program/Curriculum.

- 11.08 Approval for Heidi Curtis as a Substitute for the ESY Program during Summer 2017.
- 11.09 Approval of the following individuals for the Seeds for Success Program, as indicated, 3.5 hours per day, four days per week, four weeks, at the Summer Curriculum Rate as per the Negotiated Agreement:
- Teacher: Sherry DuBoff, Kerry Haines
Nurse: Heather Cospers, Jennifer Simpson
- 11.10 Approval of the following individuals for the Bridge Program, 3.5 hours per day, four days per week, four weeks, at the Summer Curriculum Rate as per the Negotiated Agreement, based on enrollment and identified need:
- Teacher – Math: Tara Reed Teacher – ELA: Diane Carr
- 11.11 Approval of the following individuals as Homebound Instructors for Summer 2017:
- Jennifer Babbitt, Sherry DuBoff, Kerry Haines, Traci Mendez,
Tara Reed, Jennifer Wilson
- 11.12 Approval of advisors for Athletics, Co-Curricular Activities, and Clubs for 2017-2018, at the rate on Schedule B of the Bargaining Agreement.
- 11.13 Approval for payment of Superintendent Merit Goals as approved by the Board of Education on September 20, 2016, and completed for the 2016-2017 school year:
- #1 Quantitative Goal: Implementation of Fountas & Pinnell Benchmark Assessment @ 4th Grade Level, \$4,828.50
 - #2 Qualitative Goal: Development of Strategic Plan for District Technology, \$3,625

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

PROGRAMS:

Melissa Ciliberti moved, seconded by Susan Daniels, to approve the following Program items:

- 12.01 Approval of the following curriculum:
Health & Phys Ed K-8; Social Studies K-8; Spanish K-8
- 12.02 Approval of a new position, District Student Registrar, effective July 1, 2017, at a stipend amount of \$2,500 for the period of July 1, 2017 through June 30, 2018.
- 12.03 Approval of a job description for the position of District Student Registrar.

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

POLICY: None

USE OF FACILITIES: None

TRANSPORTATION:

Melissa Ciliberti moved, seconded by Michael Tuman, to approve the district's transportation routes for the 2017-2018 school year, as indicated:

- IMS Routes IM01 through IM08: 8 routes @ \$24,637.78
- IMMS Routes MO11 through MO18: 8 routes @ \$24,637.78
- IMS Route IM11: 1 route @ \$15,964.20
- IMMS Route MO25: 1 route @ \$23,745.60
- Sports & Activities: Route 001B, \$151.55 first 3 hours, \$32.81/hour thereafter, estimated contract renewal \$12,000
- Field Trip: Route 001C, \$151.55 first 3 hours, \$32.81/hour thereafter, estimated contract renewal \$6,000

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

MEETING OPEN TO THE PUBLIC

Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 8:27 p.m. As there were no comments, Melissa Ciliberti closed the public portion of the meeting at 8:27 p.m.

FUTURE DATES

Dates, times and locations of future events were provided.

ADJOURNMENT

Melissa Ciliberti moved, seconded by Michael Tuman, to adjourn the meeting at 8:52 p.m.

AYES – FOUR NAYS – NONE ABSENT – Jeffrey Warner

Respectfully submitted,

Laura Archer
Business Administrator /
Board Secretary