

**SHAMONG TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
APRIL 30, 2019, 7:00 PM
INDIAN MILLS MEMORIAL SCHOOL**

The Public Hearing meeting of the 2019-2020 Budget of the Shamong Township Board of Education was called to order at 7:05 p.m. by Board President, Melissa Ciliberti.

ROLL CALL

Present: Melissa Ciliberti, Anne Ehrke, and Jeffrey Siedlecki

Absent: Frank Locantore, Jeffrey Warner

Others Present:

Dr. Christine Vespe, Laura Archer, Tim Carroll, Laura Hoffman, Sandy Thurston, Nelson Vasquez

The flag salute was conducted.

BUDGET PRESENTATION

Laura Archer provided a PowerPoint presentation on the 2019-2020 School District Budget, providing information on various aspects of the budget.

PUBLIC COMMENT ON 2019-2020 BUDGET

Christine Vespe commended Laura Archer for working so diligently on the budget, and maintaining a district budget that retains all staff and programs. A parent, April Foga, asked if the presentation would be online. Laura Archer advised it would be, as well as a user-friendly budget document.

2019-2020 BUDGET APPROVAL

WHEREAS, the School Funding Reform Act of 2008 requires the submission of an itemized budget to the Executive County Superintendent of Schools by March 20, 2019, and that said budget was advertised in the Burlington County Times, in accordance with the form suggested by the State Department of Education;

WHEREAS, the documents were submitted to the Executive County Superintendent for review and were approved on March 19, 2019;

WHEREAS, the Administration recommends that the Board approve the following 2019-2020 annual school budget and accept the New Jersey Department of Education notification of 2019-2020 State aid;

WHEREAS, supporting documentation of this budget also contains an itemization of certain expenditures required under administrative regulations;

NOW THEREFORE BE IT RESOLVED, that the Board approve the FY 2019-2020 as follows:

	Budget	Local Tax Levy
General Fund	\$ 14,464,326	\$ 9,560,498
Special Revenue Fund	\$ 205,081	\$ ---
Debt Service Fund	\$ 176,772	\$ 143,108
Total Base Budget	\$ 14,846,179	\$ 9,703,606

BE IT FURTHER RESOLVED that the Shamong Township school district has prepared programs and services in addition to the Core Curriculum Content Standards adopted by the State Board of Education. Information on this budget and the programs and services it provides is available in the Administration Office.

Anne Ehrke moved, seconded by Jeffrey Siedlecki, to approve the 2019-2020 Budget, as presented, at 7:21 p.m.

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

ADJOURNMENT OF PUBLIC HEARING AND OPEN REGULAR MEETING

Jeffrey Siedlecki moved, seconded by Anne Ehrke, to adjourn the public hearing portion of the agenda and open the Regular portion of the agenda at 7:21 p.m.

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

MEETING OPEN TO THE PUBLIC

Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 7:25 p.m. As there were no public comments, Melissa Ciliberti closed the public portion of the meeting at 7:25 p.m.

HIB REPORTS

Christine Vespe, Superintendent read in to record three HIB reports, that were founded, indicating disciplinary action was taken.

SUPERINTENDENT'S AND BUSINESS ADMINISTRATOR'S REPORT

Dr. Christine Vespe, Superintendent, provided her monthly report, on various events and activities she attended and participated in since the previous Board meeting.

Laura Archer, Business Administrator, provided her monthly report, on various events and activities she attended and participated in since the previous Board meeting.

Tim Carroll, IMMS Principal, provided his monthly report.

Laura Hoffman, Curriculum Director, provided her monthly report.

Sandy Thurston, Director of Pupil Services, provided her monthly report.

Nelson Vasquez, Technology Coordinator, provided his monthly report.

INFORMATION ITEMS: STFFEE and HSA

Christine Vespe discussed a submission made for an inclusive playground at the elementary school, which will cost a large amount of money, approximately \$57,000. She discussed the reason for the need, and that the two groups are exploring fundraiser options to fund the playground. The equipment can be used for physical education, OT and PT.

Melissa Ciliberti reminded everyone of the upcoming Foundation's Golf Outing.

NOW THEREFORE BE IT RESOLVED, that the Shamong Township Board of Education hereby establishes the travel maximum for the 2019-2020 school year at the sum of \$26,898; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

- 7.03 Approval of the 2019-2020 Cost Reimbursable Contract with Nutri-Serve Food Management Inc., 4431 Rt. 130 South, PO Box 297, Burlington, NJ 08016, as the district's Food Service Management provider for the 2019-2020 school year for Indian Mills Elementary School and Indian Mills Memorial Middle School, with a management fee not to exceed \$21,100 with no guarantee. No other bids were submitted.
- 7.04 Approval that the Board does not require the Private Schools listed below to charge students for reduced and/or paid meals furnished directly or indirectly by the school to them, as part of their educational program in compliance with the NJ Dept. of Agriculture's Child Nutrition Program regulations, effective for the school year beginning September 1, 2019 through June 30, 2020.:
- Archway Programs Garfield Park Academy
YALE School North 2 Campus / YALE School
- 7.05 Approval for the following companies to serve as tax shelter annuity companies for 403b and/or 457b accounts and/or applicable Roth accounts, on behalf of the Shamong Township School District for the 2019-2020 school year:
- 403bASP The Equitable Lincoln Investment Plan Met Life
- 7.06 Approval to adopt a resolution, approving ratification of Final Pay Arrangement administered by 403bASP, The Equitable, Lincoln Investment, or MetLife Resources, under 403(b) and 415(c) plans, for the 2019-2020 school year.
- 7.07 Approval to establish the petty cash fund for the 2019-2020 school year in accordance with Board policy. The Business Administrator shall be designated to oversee proper disposition of the funds.
- 7.08 Approval of LSI Line Systems to provide communication lines for the 2019-2020 school year.
- 7.09 Approval of an Xtel Communications contract, for the 2019-2020 school year, to provide local, regional toll, and long-distance telephone services, as recommended by the NJASBO ACT Program.
- 7.10 Approval of a contract for trash collection services, through the Lenape Region Trash Consortium, to Waste Management, for the 2019-2020 school year.
- 7.11 Approval to participate in a joint purchasing agreement, or cooperative purchasing system, for the 2019-2020 school year, with EBS, ACSG, The Cooperative Purchasing Network, Educational Services Commission (ESC), DRLAP, NJEdge, and The Interlocal Purchasing System (TIPS).

- 7.12 Approval of participation in the Horizon Direct Access Plan, for the 2019-2020 school year, for health benefits.
- 7.13 Approval of Benecard as the district's provider for prescription benefits coverage for the 2019-2020 school year.
- 7.14 Approval of a contract with Delta Dental as the district's provider for dental coverage for the 2019-2020 school year, at the rates per subscriber as listed in the contract.
- 7.15 Approval to establish a maximum dollar limit for professional services for the 2019-2020 school year, as indicated below.
- \$10,000 Public Relations
 - \$25,000 Legal Fees
 - \$10,000 Architect Fees
 - \$27,000 Audit Fees
 - \$25,000 Other Fees
- 7.16 Approval of a cost guide for Independent Evaluation for the following professional services during the 2019-2020 school year, as indicated below.

Psychological Evaluation	\$ 500.00
Educational Evaluation	\$ 500.00
Social Evaluation	\$ 500.00
Psychiatric Evaluation	\$ 600.00
Neurological Evaluation	\$ 900.00
Neuro-Psychological Evaluation	\$1,900.00
Speech-Language Evaluation	\$ 500.00
Audiological Evaluation	\$ 300.00
Central Auditory Processing Evaluation	\$ 500.00
Occupational Therapy Evaluation	\$ 400.00
Physical Therapy Evaluation	\$ 400.00
Assistive Technology Evaluation	\$1,000.00
Vocational Assessment	\$ 500.00
Functional Behavioral Assessment (FBA)	\$1,500.00
Functional Assessment of Social & Adaptive Skills	\$ 500.00
Functional Vision Assessment	\$ 400.00
Orientation & Mobility Evaluation	\$ 400.00
Activities for Daily Living Assessment	\$ 400.00

- 7.17 Approval of the 2019-2020 Fee Schedule for assessments, consultations, evaluations, and other applicable services, through the Burlington County Special Services School District's Educational Services Unit, for the 2019-2020 school year, as per agreement.

PERSONNEL APPOINTMENTS

Jeffrey Siedlecki moved, seconded by Anne Ehrke, to approve the following Personnel Appointment items:

11.01 Approval of the Employee Profiles for staff reappointment for the 2019-2020 school year.

11.02 Approval of the appointment of new staff for current opening, as follows:

Juliane Saiia, Secretary, IMS, effective June 1, 2019, at Step 8 of the Secretary Salary Guide in the STEA Bargaining Agreement, \$47,249 annualized salary, prorated.

11.03 Approval of the following staff reassignments and salary adjustments, as indicated:

- Sherri Nugent, Board Office, from Bookkeeper/Admin Secretary to Payroll/Benefits Coordinator, \$62,926 annual salary, prorated, effective August 1, 2019
- Chris Cherie, Board Office, from Purchasing/BOE Clerk to Bookkeeper/Admin Secty, \$42,976 annual salary, prorated, effective August 1, 2019
- Amber Henry, Custodian, IMS, salary adjustment to reflect Black Seal Stipend, effective July 1, 2018

11.04 Approval of the following staff transfers, effective for the 2019-2020 school year:

- Denise Geoghegan, Special Ed Teacher, from IMS to IMMS
- Lisa Abramovitz, IMS, from Grade 3 to IMAGE
- Elizabeth Howard, IMS, from Grade 2 to Grade 3
- Linda Newman, IMS, from Grade 1 to Grade 3

11.05 Approval of Katie DiCarlo and Karen Zbikowski for Track Supervision during the 2018-2019 school year, at the approved rate on Schedule B of the STEA Bargaining Agreement.

11.06 Approval for Larry Campeau to serve as a volunteer in the Shamong School District during the 2018-2019 school year.

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

PROGRAMS

Anne Ehrke moved, seconded by Jeffrey Siedlecki, to approve the following Program items:

12.01 Approval of the revised 2018-2019 school district calendar, to reflect Early Dismissal Day on June 14, 2019 and June 17, 2019.

12.02 Approval of a field trip for IMMS Student Council to Six Flags Great Adventure on May 29, 2019, for participation in the NJ Assn of Student Councils' May Spring Awards Program.

12.03 Approval of field trips for the 2019-2020 school year, from full-day inclusion.

- 12.04 Approval of the District’s ESY Program, Summer 2019, July 8 through August 1, 2019, Monday through Thursday, 8:00 a.m. – 12:00 p.m.
- 12.05 Approval of the disdtrict’s SEEDS Program, Summer 2019, July 8 through August 1, 2019, Monday through Thursday, 8:00 a.m. – 12:00 p.m. Teachers will work 3.5 hours per day, 4 days per week. Nurses will work 3 hours per day, 4 days per week.
- 12.06 Approval for Garrett Macrae to shadow Jessica Simon and Richelle Macrae, during April and May of the 2018-2019 school year. Garrett is a member of the Lenape High School Honor Society, and this shadow experience will be part of Garrett’s exploration of Education.
- 12.07 Approval for David Baumgartel to complete a Clinical Experience in Education, for two courses, total of 40 practicum hours, during the Spring semester (May 7 through July 1, 2019) of the 2018-2019 school year at IMS. Pam Girgenti will serve as the cooperating teacher. This placement is part of the student’s course of Positive Behavioral Support Systems for Students with Exceptional Learning Needs.
- 12.08 Approval of the following individuals to serve on the dsitric’s Affirmative Action Team, as part of the Comprehensive Equity Plan, during the 2019-2020 school year:
- Laura Archer, Affirmative Action Officer, District
 - Dr. Christine Vespe, Superintendent, District
 - Tim Carroll, Principal and Affirmative Action Officer, IMMS Grades 5-8
 - Nicole Moore, Principal and Affirmative Action Officer, IMS Grades PreK-4
 - Sandy Thurston, Director of Pupil Services, PreK-8th Grade
 - Jackie Johnson, Admin Asst to Superintendent, District
 - Melissa Ciliberti, Parent
- 12.09 Approval of curriculum revisions for ELA Grades 5-8.

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

Jeffrey Siedlecki moved, seconded by Anne Ehrke, to approve the second reading and approval of Policy #5141.26, Series 5000, Opioid Overdose Prevention.

Roll Call Vote AYES:	Melissa Ciliberti Anne Ehrke Jeffrey Siedlecki	NAYS – None	ABENT – Frank Locantore Jeffrey Warner
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USE OF FACILITIES

Anne Ehrke moved, seconded by Jeffrey Siedlecki, to approve the following Facility Use requests:

- Home & School Association: September 13, 2019, *Taste of the Town*, IMMS Cafeteria
- Girl Scout Troop 24709: May 31, 2019, Fun Run, IMMS - Outside
- Marlton Braves: Sundays, April to August 2019, 9:00 a.m. to 1:00 p.m., IMMS Baseball Field

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

MEETING OPEN TO THE PUBLIC

Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 8:10 p.m. As there were no public comments, Melissa Ciliberti closed the public portion of the meeting at 8:10 p.m.

FUTURE DATES

Future dates/events during April, May and June were provided.

ADJOURNMENT TO EXECUTIVE SESSION

Anne Ehrke moved, seconded by Jeffrey Siedlecki, at 8:13 p.m., to adjourn to Executive Session for the purpose of personnel related items.

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

RETURN TO PUBLIC SESSION

Jeffrey Siedlecki moved, seconded by Anne Ehrke, at 8:30 p.m. to adjourn Executive Session and return to the regular session of the meeting.

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

RESOLUTION

Jeffrey Siedlecki moved, seconded by Anne Ehrke, to approve the following resolution:

WHEREAS, The Board of Education of the Shamong Township School District ("Board") is statutorily authorized to require employees to undergo psychiatric/psychological examinations when, in the judgment of the Board, an employee shows evidence of deviation from normal mental health; and

WHEREAS, the Board of Education has received and reviewed information from the Superintendent concerning the physical and mental well-being of Employee #4082 and has made certain conclusions with respect to same;

NOW, THEREFORE, BE IT RESOLVED by the Shamong Township Board of Education as follows:

Employee #4082 is hereby ordered and directed to submit to a Psychiatric/Psychological Evaluation to be administered by the physician appointed by the Board of Education, at the Board of Education's expense in accordance with the provisions of N.J.S.A. 18A:16-2.

The Administration is directed to undertake appropriate action necessary to facilitate scheduling these evaluations/examinations and to receive the reports of the doctor providing these evaluations/examinations.

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

ADJOURNMENT

Anne Ehrke moved, seconded by Jeffrey Siedlecki, at 8:32 p.m. to adjourn the meeting.

AYES – FIVE	NAYS – NONE	ABSENT– NONE
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Respectfully submitted,

Laura Archer
Business Administrator/Board Secretary