

**SHAMONG TOWNSHIP BOARD OF EDUCATION
BUDGET PUBLIC HEARING and REGULAR MEETING
APRIL 30, 2020, 7:00 PM
VIRTUAL MEETING VIA ZOOM
Public: Live Feed via YouTube and Phone**

The Public Hearing meeting of the Shamong Township Board of Education was called to order at 7:10 p.m. by Board Vice-President, Jeffrey Warner.

ROLL CALL

Present: Melissa Ciliberti, Anne Ehrke, Frank Locantore, Jeffrey Siedlecki, Jeffrey Warner. Melissa Ciliberti experienced intermittent technical difficulties, but rejoined shortly after roll call. Anne Ehrke experienced some technical difficulties, but joined shortly after roll call.

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

The flag salute was conducted.

BUDGET PRESENTATION 2020-2021

The 2020-2021 School District Budget Presentation was made by Laura Archer, Business Administrator. She advised the Powerpoint of the budget, as well as the User-friendly budget will be available on the school district's website within 48 hours of this meeting.

PUBLIC COMMENT ON 2020-2021 BUDGET

Melissa Ciliberti opened the meeting to the public for items relating to the 2020-2021 budget presentation only at 7:32 p.m. She read the rules for participation during public comment time. Nelson Vasquez gave verbal instructions for public participation, indicating calls were being overseen by Computer Technician, Kristjan Gatewood. Krystal Nurse, Shamong Sun Reporter asked if the Superintendent had any comment on the budget. Dr. Christine Vespe, Superintendent, *commended the Business Administrator and Board of Education for presenting a fiscally responsible budget that meets the needs of our district's students, recognizing that it's a challenging process with the State Aid reductions.* Dr. Vespe indicated she would email or call Ms. Nurse the next day with additional information. Melissa Ciliberti closed the public portion of the meeting at 7:39 p.m.

2020-2021 BUDGET APPROVAL

Jeffrey Siedlecki moved, seconded by Anne Ehrke, to approve the 2020-2021 Budget, as follows:

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, 2020;

WHEREAS, the documents were submitted to the Executive County Superintendent for review and were approved on April 3, 2020;

WHEREAS, the Administration recommends that the Board approve the following 2020-2021 annual school budget and accept the New Jersey Department of Education notification of 2020-2021 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 2020-2021 as follows:

	Budget	Local Tax Levy
General Fund	\$ 14,642,213	\$ 9,751,708
Special Revenue Fund	\$ 209,679	\$ ---
Debt Service Fund	\$ 182,397	\$ 147,663
Total Base Budget	\$ 15,034,289	\$ 9,899,371

BE IT FURTHER RESOLVED, that included in budget line 660, Withdrawal from Current Expense Emergency Reserve, is \$96,020, that is for other capital projects as follows:

Classroom Security Doors

The total costs of this project is \$297,000 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the core curriculum content standards.

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.

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

ADJOURNMENT OF PUBLIC HEARING

Jeffrey Warner moved, seconded by Frank Locantore, to adjourn the public hearing portion of the agenda and open the Regular portion of the agenda at 7:42 p.m.

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

MEETING OPEN TO THE PUBLIC

Melissa Ciliberti opened the meeting to the public for agenda and nonagenda items at 7:43 p.m. As there were no comments, Melissa Ciliberti closed the public portion of the meeting at 7:45 p.m.

HIB UPDATE BY SUPERINTENDENT

An update of the district’s Harassment, Intimidation and Bullying status for 2019-2020, as of December 31, 2019, was presented by Dr. Christine Vespe, Superintendent. She reported there were two confirmed incidents, one at each school, with appropriate remediation taken in both cases. She advised that the district continues to education students in this area.

SUPERINTENDENT’S AND BUSINESS ADMINISTRATOR’S REPORT

Dr. Christine Vespe, Superintendent, provided her monthly report. She provided updates on continued education since the school closure on March 16, 2020, and indicated that Shamong OEM provides daily updates. Dr. Vespe thanked the Administrative Team for their leadership, the teachers for excellent instruction, and thank Nelson Vasquez for navigating this initiative. She advised the Board that Administrative Reports were provided for Board review, but indicated there would be no verbal reports at this month’s meeting. Dr. Vespe indicated that additional guidance on school closure status is expected from the Governor on May 15th, and that the ‘Future Dates’ section of the Board agenda will be updated when further guidance has been provided.

Laura Archer, Business Administrator, provided her monthly report. She confirmed that the Business Office is continuing to function, both remotely and occasionally in the office, as necessary. She commended Food Service staff for the lunch distribution, and Maintenance staff for delivery of lunches not picked up). Ms. Archer advised she is participating in virtual meetings with other Business Administrators to ensure consistency in all areas. She thanked everyone involved in the budget process, who went above and beyond.

ROUTINE MATTERS and FINANCIAL REPORTS TO THE BOARD

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

- 5.01 Minutes of the March 17, 2020 Board meeting
- 5.02 Board Secretary Report for the month of March 2020
- 5.03 Treasurer Report for the month of March 2020
- 5.04 Transfer Report for the month of March 2020
- 5.05 Nutri-Serve Food Management Financial Report for the month of February 2020

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

APPROVAL OF BILLS

Frank Locantore moved, seconded by Jeffrey Warner, to approve the Check Runs dated April 30, 2020.

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

BUSINESS and FINANCIAL

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

7.01 Approval to award the contract for Classroom Security Doors Indian Mills Memorial School to W.J. Gross, Inc., in the amount of \$133,400.00, as reviewed by the district's architect, Fraytak, Veisz, Hopkins, Duthie, P.C., and in accordance with the Bid Tabulation Sheet.

7.02 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 Department of Agriculture's Child Nutrition Program regulations, effective for the school year beginning September 1, 2020 through June 30, 2021.

Private Schools:
Archway Programs, Garfield Park Academy,
YALE School North 2 Campus / YALE School

7.03 Approval of the following companies to serve as tax shelter annuity companies for 403b accounts and/or 457b accounts and/or applicable Roth accounts, on behalf of the Shamong Township School District for the 2020-2021 school year:

403bASP, The Equitable, Lincoln Investment Plan, Met Life

7.04 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 2020-2021 school year.

7.05 Approval to establish the petty cash fund for the 2020-2021 school year in accordance with Board policy. The Business Administrator shall be designated to oversee proper disposition of the funds.

7.06 Approval of a contract for trash collection services, through the Lenape Region Trash Consortium, to Waste Management, for the 2020-2021 school year.

7.07 Approval of an Xtel Communications Contract, for the 2020-2021 school year, to provide local, regional toll, and long-distance telephone services, as recommended by the NJASBO ACT Program.

- 7.08 Approval to participate in a joint purchasing agreement, or cooperative purchasing system, with the following for the 2020-2021 school year:
- EBS
 - ACSG
 - The Cooperative Purchasing Network
 - Camden County Educational Services Commission (CCESC)
 - DRLAP
 - NJ Edge
 - Education Service Center (ESC19)
 - The Interlocal Purchasing System (TIPS)
- 7.09 Approval of participation in Cooperative Transportation Services, through Gloucester County Special Services School District, for transportation, as needed, during the 2020-2021 school year.
- 7.10 Approval of the donation of Personal Protective Equipment, including gloves, shoe covers, throw away protective gowns, and wooden swabs, to NJ DOE's Office of School Preparedness and Emergency Planning.
- 7.11 Approval of participation in the Horizon Direct Access Plan, for the 2020-2021 school year, for health benefits.
- 7.12 Approval of Benecard as the district's provider for prescription benefits coverage for the 2020-2021 school year.
- 7.13 Approval of a contract with Delta Dental as the district's provider for dental coverage for the 2020-2021 school year, at the rates per subscriber as listed in the contract.
- 7.14 Approval to establish a maximum dollar limit for professional services for the 2020-2021 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

- 7.15 Approval of cost guide for Independent Evaluation for the following professional services during the 2020-2021 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

- 7.16 Approval of the 2020-2021 Fee Schedule for assessments, consultations, evaluations, and other applicable services, through the Burlington County Special Services School District's Educational Services Unit, for the 2020-2021 school year, as per agreement.
- 7.17 Approval of the following providers for professional services, including evaluations / consultations, as indicated, for the 2020-2021 school year, at the rate listed in the contract:

Dr. Thomas O'Reilly, MD	Psychiatric
Dr. Galloway	Vision
Functionally Able Rehabilitation	Occupational, Speech & Physical Therapy
Advancing Opportunities	Assistive Technology
CNNH	Neurological
Karen McKenna	Speech
Kaleidoscope	Speech
Walsh Legacy	Homebound Instruction
REM Audiology Associates	Audiology Services
Brett DiNovi Associates	Functional Behavioral
Learning Well	Functional Behavioral
Amazing Transformations	ABA and Behavior Support
Educational Specialized Associates LLC	Bilingual
Jamie Cifuentes	Bilingual
Rowan Univ Assessment/Learning	As needed

- 7.18 Approval for Strauss Esmay Associates, LLP, to provide set-up, updates and on-going consultation services for the district's ByLaws, Policies and Regulations, for the 2020-2021 school year, as per the determined contract rates.
- 7.19 Approval for Duff & Phelps to provide an updated fixed asset accounting ledger for accounting and financial reporting as of June 30, 2020.
- 7.20 Approval to continue an agreement for professional services with ESS, for the purpose of providing substitute staffing during the 2020-2021 school year.
- 7.21 Approval to continue an agreement for professional services with Work With Insight / Kelley Services, for the purpose of providing paraprofessional and other support staffing during the 2020-2021 school year.
- 7.22 Approval of the purchase of student accident insurance from Haines & Haines – T.C. Irons Agency, Insurance Agency Management, Inc., for the 2020-2021 school year.
- 7.23 Approval of Richard Frascella, Private Investigations, LLC, to serve as the district's Residency Investigator for the 2020-2021 school year, at the rate of \$40.00 per hour.

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

LEAVES OF ABSENCE

Jeffrey Siedlecki moved, seconded by Frank Locantore, to approve the following leave of absence items:

- Employee #4172, NJFLA, Unpaid, effective September 1 - November 20, 2020
- Employee #4172, Child Rearing LOA, Unpaid, effective November 23, 2020 - June 30, 2021
- Employee #4301, NJFLA, Unpaid, effective September 8 - December 1, 2020
- Employee #4301, Child Rearing LOA, Unpaid, effective December 2-23, 2020

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

PERSONNEL APPOINTMENTS

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

- 11.01 Approval of the Employee Profiles for staff reappointment for the 2020-2021 school year.
- 11.02 Approval to submit the Business Administrator’s contract for the 2020-2021 school year to the County Executive Superintendent for review and approval.
- 11.03 Approval to submit the Superintendent’s contract for a five year period, beginning with the 2020-2021 school year, to the County Executive Superintendent for review and approval.

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

POLICY

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

- 13.01 Approval of revised ByLaw/Policy #9320 Meetings, Series 9000.
- 13.02 Approval of the Second Reading, and approval, of new policy #7117 Lactation Room, Series 7000.

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

MEETING OPEN TO THE PUBLIC

Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 8:03 p.m. As there were no comments, Melissa Ciliberti closed the public portion of the meeting at 8:05 p.m.

FUTURE DATES

Future dates/events during May and June were provided.

ADDITIONAL COMMENTS

Dr. Christine Vespe thanked everyone who attended the virtual meeting, including Nelson, Kristjan and the Board members. She also provided a brief update on distribution of devices.

Frank Locantore thanked everyone, including teachers, administrators and other staff for everything being done.

ADJOURNMENT

Jeffrey Siedlecki moved, seconded by Anne Ehrke, to adjourn the meeting at 8:05 p.m.

AYES – FIVE

NAYS – NONE

ABSENT– NONE

Respectfully submitted,

Laura Archer
Business Administrator/Board Secretary