

**MANVILLE BOARD OF EDUCATION  
MANVILLE, NEW JERSEY**

**AGENDA – REGULAR MEETING**

November 17, 2020 – 7:00 PM – Virtual Meeting

<https://manvillesd-org.zoom.us/j/93961835836?pwd=eTZiMC9CZ0d6WFikR1Uya0oxV3FXQT09>

A meeting of the Board of Education will be held as a Virtual Meeting. The order of business and agenda for the meeting are:

**I. CALL TO ORDER – Board of Education President Heidi Zangara**

**II. OPEN PUBLIC MEETING STATEMENT – Ms. Zangara**

According to provisions of C231, P.L. of 1975, proper notice of this meeting was made on January 8, 2020, by mail to the Borough Clerk and official newspapers and was posted in the Board of Education office.

**III. ROLL CALL** Branden Agans, Kristen Gall, Kelly Harabin, Sharon Liszczak, Jeanne Lombardino, Sharon Lukac, Louis Petzinger, Josephine Pschar, Heidi Zangara

**IV. PLEDGE OF ALLEGIANCE, MOMENT OF REFLECTION AND READING OF MISSION STATEMENT**

*We believe in the potential of our students, the ability of our teachers and administrators, and the support of our parents and community. Every child. Every day.*

**V. APPROVAL OF MINUTES – RESOLVED**, the Board of Education approves the minutes of the following meetings: October 20, 2020.

**VI. SUPERINTENDENT’S REPORT & PRESENTATIONS – Mr. Robert Beers**

- HIB/Suspension Report
- NJDOE School Self Assessments for determining Grades under the Anti Bullying Bill of Rights Act
- Testing Report
- Return to Instruction Update

**VII. PUBLIC COMMENT – Ms. Zangara** will invite questions and comments from the public on agenda items. Comments are limited to three minutes per speaker. Individuals wishing to speak must state their name and address. All statements and/or questions shall be directed to the presiding officer and no participant may address or question Board members individually. All speakers are requested to express themselves in a civil manner, with due respect, for the dignity and privacy rights of others whose legal rights may

**VIII. COMMITTEE REPORTS:**

**A. Policy Committee:** Branden Agans, Chairperson

**A-1 RESOLVED**, the Board of Education approves for first reading the adoption of the following policies/regulations:

Policy 1620	Administrative Employment Contracts
Policy 2431	Athletic Competition
Regulation 2431.1	Emergency Procedures for Sports and Other Athletic Activity
Policy 2464	Gifted and Talented Students
Policy 5330.05	Seizure Action Plan
Regulation 5330.05	Seizure Action Plan
Policy 6440	Cooperative Purchasing
Policy 6470.01	Electronic Funds Transfer and Claimant Certification
Regulation 6470.01	Electronic Funds Transfer and Claimant Certification
Policy 7440	School District Security
Regulation 7440	School District Security
Policy 7450	Property Inventory
Policy 7510	Use of School Facilities
Regulation 7510	Use of School Facilities
Policy 8420	Emergency and Crisis Situations
Policy 8561	Procurement Procedures for School Nutrition Programs

**B. Curriculum and Instruction Committee (Student Activities):** *Sharon Liszczak, Chairperson*

Whereas the Superintendent of Schools has recommended certain changes in the district's curriculum, instruction, and student activity programs, now, therefore be it

**B-1** RESOLVED, the Board of Education approves the following positions for the 2020-2021 School Year, with staff as indicated:

Position	Program	Compensation	Effective Dates	Source
One (1) Certificated Staff Member	After School Choral Enrichment ABIS	\$30 per hour Not to exceed 40 hours	2020-2021 School Year	11-130-100-101-065-007-000

**B-2** RESOLVED, the Board of Education approves the following After School Hours Title III Program for the 2020-2021 School Year with staffing as indicated:

Position	Program	Compensation	Dates	Source
One (1) ESL Teacher	ESL Grades 1-2 After-Hours Program for ESL Students	Monday & Wednesday – One (1) hour per day @ \$30 per hour including planning for up to 40 hours	November 16, 2020 – May 3, 2021	Title III
One (1) ESL Teacher	ESL Grades 3-4 After-Hours Program for ESL Students	Monday & Wednesday – One (1) hour per day @ \$30 per hour including planning for up to 40 hours	November 16, 2020 – May 3, 2021	Title III

One (1) ESL Teacher	ESL Grades 5-8 After-Hours Program for ESL Students	Monday & Wednesday – One (1) hour per day @ \$30 per hour including planning for up to 40 hours	November 16, 2020 – May 3, 2021	Title III
One (1) ESL Teacher	ESL Grades 9-12 After-Hours Program for ESL Students	Monday & Wednesday – One (1) hour per day @ \$30 per hour including planning for up to 40 hours	November 16, 2020 – May 3, 2021	Title III

**B-3 RESOLVED**, the Board of Education approves the Manville School District Nursing Services Plan for the 2020 – 2021 school year.

**B-4 RESOLVED**, the Board of Education approves the NJDOE Annual School Self-Assessment for determining grades under the Anti-Bullying Bill of Rights Act (ABR) for the 2019-2020 school year.

**B-5 RESOLVED**, the Board of Education approves the following Manville School District Curriculum Writing Positions with staffing as indicated:

Position	Program	Compensation	Dates	Source
One (1) Teacher	Write/Create Middle School Tech/STEM Curriculum	Not to Exceed a Total of 30 hours @ \$30 per hour	July 2020 – June 2021	11-130-100-101-065-000-000

**B-6 RESOLVED**, the Board of Education approves the following out of district placements and authorizes the president and secretary to sign the appropriate **revised** contract(s) on behalf of the Board:

Student	Placement	Effective Dates	Nature of Class	Tuition
#2	Future Foundations Academy	2020-2021 School Year	Services described in IEP	\$57,420 + \$40,680 for 1:1 Aide
#9	Future Foundations Academy	2020-2021 School Year	Services described in IEP	\$57,420
#8	Future Foundations Academy	2020-2021 School Year	Services described in IEP	\$57,420
#9	Future Foundations Academy	2020-2021 School Year	Services described in IEP	\$2,146 OT Services
#8	Future Foundations Academy	2020-2021 School Year	Services described in IEP	\$2,146 PT Services

**B-7 RESOLVED**, the Board of Education approves the New Jersey Department of Education Statement of Assurance regarding the School Safety and Security Plan Annual Review for the Manville School District for the 2020 – 2021 School Year.

**B-8 RESOLVED**, the Board of Education approves fully remote instruction for the Manville School District through January 15, 2021.

**B-9 RESOLVED,** THE MANVILLE BOARD OF EDUCATION AUTHORIZES THE SUBMISSION OF A NEW JERSEY DEPARTMENT OF EDUCATION 2020-2021 PRESCHOOL EXPANSION AID APPLICATION ON BEHALF OF THE MANVILLE PUBLIC SCHOOL DISTRICT.

**WHEREAS,** the New Jersey Department of Education is making funding available to increase access to high-quality preschool for three- and four-year-old children in the 2020-2021 school year; and,

**WHEREAS,** the New Jersey Department of Education, in concert with prevailing early childhood education research, recognizes that providing our youngest learners with high-quality early education will have long-lasting benefits to the children served, their families, and the communities they live in; and,

**WHEREAS,** the Manville Public School District is an eligible district and wishes to apply for preschool expansion aid funding in partnership with HOPES Community Action Partnership Incorporated (HOPES), the local Head Start provider.

**NOW THEREFORE BE IT RESOLVED,** that the Manville Public School District wishes to apply for and obtain funding through the New Jersey Department of Education 2020-2021 Preschool Expansion Aid Program.

**BE IT FURTHER RESOLVED,** that the members of the Board of Education of the Manville Public School District hereby endorse the submission of said application to the New Jersey Department of Education on behalf of the Manville Public School District.

**BE IT FURTHER RESOLVED,** that the members of the Board of Education of the Manville Public School District hereby endorse authorize the Superintendent of Schools Robert Beers, or his successor, to sign a letter of intent to partner with HOPES if approved for funding.

**BE IT FURTHER RESOLVED,** that if and when the Manville Public School District receives a notification of funding, that the Board of Education does further authorize the execution of any such agreement and the expenditure of funds pursuant to the terms of the agreement.

**B-10 RESOLVED,** the Board of Education approves the Manville School District Board of Education Goals for the 2020-2021 School Year as identified on attached Addendum I.

**C. Negotiations Committee:** *Heidi Zangara, Chairperson*

**D. Personnel**

WHEREAS the Superintendent of Schools has recommended certain appointments, payments, and leaves of absence, now, therefore be it

**D-1 RESOLVED,** the Board of Education approves the following Leaves of Absence, Resignations, and Retirements:

Name	Position	Action	Effective Date
Alicja Kolodziej	Custodian Manville School District	Retirement	February 1, 2021
Aurora Scanlon	Special Education Teacher Weston	Maternity Disability Paid Leave of Absence Followed by an Unpaid Leave of Absence in Accordance with the NJFLA	On or about February 4, 2021 – June 30, 2021

Melissa Leitner	Social Studies Teacher ABIS	Extension of Unpaid Maternity Leave of Absence	January 1, 2021 – June 30, 2021
Kerin Roberts	ELA Teacher ABIS	Extension of Unpaid Maternity Leave of Absence	January 19, 2021 – June 30, 2021

**D-2 RESOLVED**, the Board of Education employs the following person in the position and with terms as stated pending satisfactory completion of employment requirements:

Name	Position	Certificate	Compensation	Effective Dates
Christopher Tavaglione	Special Education Teacher ABIS <i>Maternity Leave Replacement for Erica Rogalsky</i>	CE Elementary School Teacher in Grades K-6* CE Teacher of Students with Disabilities* <i>*pending issuance</i>	BA + 30, Step 1 \$55,010, <i>pro-rated</i>	December 14, 2020 – March 14, 2021
Darren Fial	Social Studies Teacher ABIS <i>Maternity Leave Replacement for Melissa Leitner</i>	Provisional Teacher of Social Studies	MA, Step 1 \$56,310 <i>(pro-rated)</i>	January 1, 2021 – June 30, 2021

**D-3 RESOLVED**, the Board of Education approves the following person in the position and with terms as stated pending satisfactory completion of employment requirements:

Name	Position	Compensation	Effective Dates
Kevin Donohue	Volunteer Basketball Coach MHS	N/A	2020 - 2021 School Year

**D-4 RESOLVED**, the Board of Education approves the following staff members in the positions with terms as stated:

Name	Position	Compensation	Effective Dates
Gabrielle Wesolowski	Before School Breakfast Duty Weston School	One (1) Hour Per Day Before/Start of School Day \$26.06 per hour	2020 – 2021 School Year
Bradstreet Rand	Stem Club Enrichment ABIS	\$30 per hour Not to exceed 30 hours	2020 – 2021 School Year
Nicole Esposito	Tabletop Games Enrichment ABIS	\$30 per hour Not to exceed 30 hours	2020 – 2021 School Year
Jennifer Williams	Teen Arts Coordinator ABIS	Stipend per contract	2020-2021 School Year
Amy Honchar Debra Joy Melissa Dukin Brooke Beierschmitt	After School Tutoring In Various Subjects ABIS	One (1) Hour Per Day @ \$30 per hour Not to exceed 30 hours per teacher	2020 – 2021 School Year

Michael Knitowski David Markowitch Robert Snyder Samantha Mooney	Before and After School Supervision ABIS	Before: Monday through Friday 30 minutes prior to the start of school @ \$25 Per Hour  After: Monday through Friday 60 minutes after school dismissal @ \$25 Per Hour	2020-2021 School Year
Alexa Lucchesse	After School Choral Enrichment ABIS	\$30 per hour Not to exceed 40 hours	2020-2021 School Year
Melissa Dukin Alisha Paris Brooke Beierschmitt Gina Dawson Debra Joy	Detention Monitors ABIS <i>On an "as needed" basis</i>	\$15.00 Per Hour	2020 – 2021 School Year

**D-5 RESOLVED**, the Board of Education approves the following staff members for Sixth Period Instruction for the 2020-2021 School Year with terms as stated:

Name	Position	Compensation	Effective Dates
Amy Honchar	Sixth Period Instruction Special Education - ABIS	Stipend per Contract: Full	2020 – 2021 School Year
Robert Snyder	Sixth Period Instruction Physical Education/Health - ABIS	Stipend per Contract: Full <i>pro-rated</i>	November 16, 2020 – June 18, 2021

**D-6 RESOLVED**, the Board of Education approves the following substitutes for the 2020-2021 school year with compensation as stated, pending satisfactory completion of employment requirements:

Name	Position	Compensation	Effective Dates
Connor Faleski	Teacher Substitute	\$105.00 per day	November 18, 2020 – June 18, 2021
Lauren Jastrzebski	Teacher Substitute	\$105.00 per day	November 18, 2020 – June 18, 2021

**D-7 RESOLVED**, the Board of Education approves the following After School Hours Title III Program for the 2020-2021 School Year with staffing as indicated:

Name	Program	Compensation	Dates
Kerry Ziegler	ESL Grades 1-2 After-Hours Program for ESL Students	Monday & Wednesday – One (1) hour per day @ \$30 per hour including planning for up to 40 hours	November 16, 2020 – May 3, 2021
Katie Dallenbach	ESL Grades 3-4 After-Hours Program for ESL Students	Monday & Wednesday – One (1) hour per day @ \$30 per hour including planning for up to 40 hours	November 16, 2020 – May 3, 2021
Kenneth Eckles	ESL Grades 5-8 After-Hours Program for ESL Students	Monday & Wednesday – One (1) hour per day @ \$30 per hour including planning for up to 40 hours	November 16, 2020 – May 3, 2021
Julia T.M. Bowie	ESL Grades 9-12 After-Hours Program for ESL Students	Monday & Wednesday – One (1) hour per day @ \$30 per hour including planning for up to 40 hours	November 16, 2020 – May 3, 2021

**D-8 RESOLVED**, the Board of Education approves the student listed below to complete Clinical Practicum/Field Experience I & II in the Manville School District during Spring and Summer 2021 as follows:

Name	College/University	Observation Period	School
Patrick Gorbatuk	Kean University	Spring and Summer 2021	Manville High School

**D-9 RESOLVED**, the Board of Education approves the following Manville School District Curriculum Writing Positions with staffing as indicated:

Name	Program	Compensation	Dates
Bradstreet Rand	Write/Create Middle School Tech/STEM Curriculum	Not to Exceed a Total of 30 hours @ \$30 per hour	July 2020 – June 2021

**D-10 RESOLVED**, the Board of Education approves the following staff members as Mentors for Provisional Certificated Staff for the 2020– 2021 School Year:

Mentor Name	Mentee/Position	Compensation	Effective Dates
Patrick Gorbatuk	Mentor for Darren Fial Social Studies Teacher ABIS	Mentor Stipend to be paid by new teacher	Extended to June 30, 2021

**D-11 RESOLVED**, the Manville Board of Education seeks to appoint coaching staff for the 2020-2021 school year winter sports season; and

WHEREAS, the Manville Board of Education will pay the full stipend associated with the coaching of a particular sport in the event that the sport's season is conducted in full; and

WHEREAS, the Manville Board of Education will not pay the amount of the stipend or pay a prorated amount of the stipend associated with the coaching of a particular sport in the event that all or a portion of the sport is not conducted due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure or a directive from the appropriate representative of the New Jersey Department of Education or a directive from the Governor or designee or the New Jersey Legislature or designee; end

WHEREAS, in the event that a sports season is either cancelled or reduced or modified the stipend will not be paid or will be prorated to commensurate with the percentage of the sports season that is actually conducted; and

NOW, BE IT RESOLVED, that the Manville Board of Education approves the following appointments, contingent on the sports season running and becoming operational, and with the stipend not be paid if the sports session is cancelled or prorated should the sports season not be completed because of a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure or a directive from the appropriate representative of the New Jersey Department of Education or a directive from the Governor or designee or the New Jersey Legislature or designee:

MHS Weight Room/Strength Coach: Dennis Petrone

MHS Boys Basketball Head Coach: Charles Brown

MHS Boys Basketball Assistant Coach: Carl Imhoff

MHS Girls Basketball Head Coach: Michael Knitowski

MHS Girls Basketball Assistant Coach: Stacy Forke

MHS Wrestling Head Coach: Patrick Gorbatuk

MHS Wrestling Assistant Coach: David Markowitch

MHS Wrestling Assistant Coach: Jeremy Nurnberger (1/2 stipend)

MHS Wrestling Assistant Coach: Robert Demeter (1/2 stipend)

**E. Finance and Facilities Committee:** *Kelly Harabin, Chairperson*

**E-1 BOARD SECRETARY & TREASURER REPORTS AND BOARD CERTIFICATION**

RESOLUTION

WHEREAS, the Board of Education has received the reports of the treasurer and secretary for the month of September 2020:

WHEREAS, these reports show the following balances on September 30, 2020:

<b>FUND</b>	<b>CASH BALANCE</b>	<b>APPROPRIATION BALANCE</b>
(10) General Current Expense Fund	\$4,198,401.72	
(11) Current Expense		\$3,093,801.94
(12) Capital Outlay		\$142,369.45
(13) Special Schools		\$0.00
(20) Special Revenue Fund	(594,260.19)	\$666,104.46
(30) Capital Projects Fund	(112,484.45)	\$598,265.84
(40) Debt Service Fund	\$1,856.96	\$0.00
<b>TOTAL</b>	<b>\$3,493,514.04</b>	<b>\$4,500,541.69</b>

and

WHEREAS, in compliance with N.J.A.C.6:20-2A.1(d) the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education, now, therefore, be it

RESOLVED, the Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and be it

FURTHER RESOLVED, in compliance with N.J.A.C.6:20-2A.10(e), the Board of Education certifies that, after review of the secretary's monthly financial report (appropriation section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over-expended in violation of N.J.A.C.6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.



**E-2 CLAIMS FOR PAYMENT**

RESOLVED, the Board of Education approve payment of the following bills and direct that a complete list of these bills be attached to and made part of these minutes:

<b>Fund</b>	<b>Check Numbers</b>	<b>Amount</b>
General Fund #10		\$873,021.33
Special Revenue Fund #20		\$42,532.52
Capital Projects Fund #30		\$109,774.79
Debt Service Fund #40		\$0.00
<b>TOTAL</b>		<b>\$1,025,328.64</b>

**E-3 BUDGET TRANSFERS RESOLUTION – NONE TO REPORT**

RESOLVED, the Board of Education ratifies the following transfers between budget line items that have been approved by the Superintendent of Schools and reported them to the Board of Education for the month ending August 31, 2020.

<b>AMOUNT</b>	<b>TO</b>	<b>FROM</b>	<b>REASON</b>

**E-4 CAFETERIA CLAIMS**

RESOLVED, the Board of Education approve the following Cafeteria Claims for payment:

<b>CHECK#</b>	<b>DATE</b>	<b>VENDOR</b>	<b>AMOUNT</b>
3037	10/21/2020	Service Plus	\$765.91
3038	10/21/2020	Service Plus	\$383.15
3039	10/21/2020	Aramark Services	\$60,822.15
3040	11/5/2020	Edvocate	\$1,189.00
		<b>Total</b>	<b>\$63,160.21</b>

**E-5 NURSING SERVICES AGREEMENT**

RESOLVED, the Board of Education approves the Nursing Services Agreement with Bayada Home Health Care, Inc for student #301627 for the 2020-21 school year at an hourly rate of \$55.50/hr for RN services and \$45.50/hr for LPN services not to exceed \$69,930 for the school year.

**E-6 APPROVAL DRG TO SUBMIT APPLICATION FOR HS TRACK & TURF PROJECT**

RESOLVED, the Board of Education authorizes Design Resource Group, Architects (200 Franklin Square Dr, Somerset NJ 08873) to amend the current Long Range Facility Plan (LRFP) and to submit all required and appropriate documents to the New Jersey Department of Education for the “Manville High School Track and Turf Replacement”.

The district is submitting this project to the Department of Education for approval as an “other capital project” and the district understands there will be no funding available from the state for this project.

**E-7 APPROVAL SCHOOL PHYSICIAN AGREEMENT**

RESOLVED, the Board of Education approves the agreement with Hunterdon Primary Care, PA for School Medical Inspector and Team Physician for the 2020-21 School Year in the amount of \$21,600.

**F. Communications/Public Relations Committee:** *Louis Petzinger, Chairperson*

**IX. OLD BUSINESS/NEW BUSINESS**

**X. PUBLIC COMMENT** – Mrs. Zangara will invite questions and comments from the public.

**XI. CLOSED SESSION** (if necessary - use this resolution to identify the qualified matters to be discussed)

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss: (select one or more)

- 1) *a matter rendered confidential by federal or state law*
- 2) *a matter in which release of information would impair the right to receive government funds*
- 3) *material the disclosure of which constitutes an unwarranted invasion of individual privacy*
- 4) *a collective bargaining agreement and/or negotiations related to it*
- 5) *a matter involving the purchase, lease, or acquisition of real property with public funds*
- 6) *protection of public safety and property and/or investigations of possible violations or violations of law*
- 7) *pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege*
- 8) *specific prospective or current employees unless all who could be adversely affected request an open session*
- 9) *deliberation after a public hearing that could result in a civil penalty or other loss, and be it*

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

**XII. ADJOURNMENT**