

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

AGENDA – REGULAR MEETING

February 15, 2022 – 7:00 PM – MHS Auditorium

A meeting of the Board of Education will be held this day in the MHS Auditorium. The order of business and agenda for the meeting are:

I. CALL TO ORDER – Board of Education President Jeanne Lombardino

II. OPEN PUBLIC MEETING STATEMENT – Mrs. Lombardino

According to provisions of C231, P.L. of 1975, proper notice of this meeting was made on January 12, 2022, by mail to the Borough Clerk and official newspapers and was posted in the Board of Education office.

III. ROLL CALL Debra Babich, Rikki Erickson, Jennifer Esposito, Kristen Gall, Kelly Harabin, Timothy Kenyon, Jeanne Lombardino, Sharon Lukac, Josephine Pschar

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 Minutes of the following meetings: Special Meeting Closed Session January 19, 2022; Regular Session January 19, 2022.

VI. SUPERINTENDENT’S REPORT & PRESENTATIONS – Dr. Jamil Maroun

- Suspension Report/HIB Report
- Student Recognition
- BOE Years of Service

VII. PUBLIC COMMENT – Mrs. Lombardino 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 be affected

VIII. COMMITTEE REPORTS:

A. Policy Committee: Sharon Lukac, *Chairperson*

B. Curriculum and Instruction Committee (Student Activities): Jennifer Esposito, *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 travel by school district employees pursuant to N.J.S.A. 18A:11-12, N.J.A.C. 6A:23A-7, and Board of Education Policy 6471:

Employee	Event(s)	Location	Date(s)	Estimated Cost	Budget Source
Keith Gardner	NJSBGA 24 th Annual Conference/Expo	Harrah's Conference Center Atlantic City, NJ	3/21/22 – 3/23/22	Registration: N/A Hotel: \$166.81 Mileage: \$84 (RT)	11-000-223-320-000-000-000
Stephen Venuto	2022 Directors of Athletics Association of New Jersey State Conference	Golden Nugget Hotel and Casino Atlantic City, NJ	3/15/22 – 3/18/22	Registration: \$610 Hotel: \$99 <i>per night</i> (two (2) nights) Mileage: \$81.20 (RT)	11-000-223-320-000-000-000 11-000-240-500-050-000-000
Damian Storey	NJPSA/FEA ELL Summit	Virtual Workshop	3/11/22	Registration: \$125	11-000-223-320-000-000-000

B-2 RESOLVED, the Board of Education approves the following Field Trip pursuant to Board of Education Policy 2340:

Date(s)	Destination/Travel Mode	Grade Level	Subject Matter
Weston School			
March 4, 2022	Duke Farms Hillsborough, NJ Transportation: TBD	Grade 2 Total Students: 120	Students will make observations of plants and animals to compare the diversity of life in different habitats
Manville High School			
April 29, 2022	Montgomery High School Skillman, NJ Transportation: SCESC	MHS Jazz Band Grades 8 – 12 Total Students: 20 <i>approx.</i>	Students will have an opportunity to perform.

B-3 RESOLVED, the Board of Education approves the following positions:

Position	Program	Compensation	Dates	Source
Preschool Special Education Consultant	Preschool Program	\$100 per Hour Not to Exceed Fifty (50) Hours	3/1/2022-6/30/2022	IDEA

B-4 RESOLVED, the Board of Education approves the English Language Learner (ELL) Three Year Program Plan for the School Years 2021-2024.

C. Negotiations Committee: Jeanne Lombardino, *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 Dates
Erica Rogalsky	Special Education Teacher ABIS	Resignation	March 26, 2022

Amy Honchar	Special Education Teacher ABIS	Resignation	April 14, 2022
Pearse Sweeney	Special Education Instructional Assistant, P-T MHS	Resignation	February 13, 2022
Emmanuel DelCastillo	Custodian Buildings & Grounds	Resignation	January 31, 2022
Tatianna McBride	Director of PreK-4 Education District	Maternity Disability Paid Leave of Absence Followed by an Unpaid Leave of Absence in Accordance with NJFLA	On or about April 22, 2022 – September 30, 2022
Alisha Borkowski	LA Teacher ABIS	Extension of Unpaid Maternity Leave of Absence	March 7, 2022 – April 4, 2022

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

Name	Position	Certificate	Compensation	Effective Dates
Tiffany Zona	Accounts Payable Clerk Business Office	N/A	\$63,750 <i>pro-rated</i>	<i>On or Before</i> March 16, 2022 – June 30, 2022
Tiffany Zona	Accounts Payable Business Office	N/A	\$245.19 Per Diem Not to Exceed Eight (8) Days or \$1961.52	February 9, 2022 – March 15, 2022
Kayla Eckert	LA Teacher <i>Maternity Leave Replacement for Alisha Borkowski</i> ABIS	Standard Teacher of English	BA, Step 5 \$56,630, <i>pro-rated</i>	March 7, 2022 – April 4, 2022
Nicholas Cecere	Social Studies Teacher <i>Maternity Leave Replacement for Kelsey Pycior</i> MHS	Standard Teacher of Social Studies	BA, Step 1 \$53,930, <i>pro-rated</i>	<i>On or before</i> March 14, 2022 – June 30, 2022
Danielle Wright	Guidance Counselor <i>Maternity Leave Replacement for Dana Correnti</i> Weston	Standard School Counselor	MA, Step 1 \$56,530, <i>pro-rated</i>	November 30, 2021 – June 30, 2022
Carl Imhoff	Special Education Instructional Assistant, P-T District	Substitute Certificate	Special Education Instructional Assistant, Part-Time – Step 1 \$21.93 per hour	February 16, 2022 – June 30, 2022
Melanie De la Cruz	Special Education Instructional Assistant, P-T District	Substitute Certificate (<i>pending issuance</i>)	Special Education Instructional Assistant, Part-Time – Step 1 \$21.93 per hour	February 16, 2022 – June 30, 2022

D-3 RESOLVED, the Board of Education approves the following staff members in the positions with terms as stated:

Name	Position	Compensation	Effective Dates
Robert Snyder	Head Baseball Coach MHS	Stipend per Contract	2021-2022 School Year

Dennis Petrone	Asst. Baseball Coach MHS	Stipend per Contract	2021-2022 School Year
Patrick DeNapoli	Head Softball Coach MHS	Stipend per Contract	2021-2022 School Year
Christen Biondolillo	Asst. Softball Coach MHS	Stipend per Contract	2021-2022 School Year
Gina Baker	Head Coach Track & Field MHS	Stipend per Contract	2021-2022 School Year
Jeffrey Ruggini	Assistant Coach Track & Field MHS	Stipend per Contract	2021-2022 School Year
David Markowitch	Assistant Coach Track & Field MHS	Stipend per Contract	2021-2022 School Year
Patrick Gorbaturk	Strength Coach Spring	Stipend per Contract	2021-2022 School Year
Megan Mack	Softball Coach ABIS	Stipend per Contract	2021-2022 School Year
Kevin Caldwell	Track & Field Coach ABIS	Stipend per Contract	2021-2022 School Year
Gregory Shannon	Track & Field Coach ABIS	Stipend per Contract	2021-2022 School Year
William Sperduto	Site Coordinator Spring	Stipend per Contract	2021-2022 School Year
Glenna Gray (replacing Diane Harper)	ESL Grades 3 - 4 After-Hours Program for ESL Students	Two (2) Days per Week – One (1) hour per day @ \$37.50 per hour including planning for up to 50 hours total	February 1, 2022 – May 4, 2022

D-4 RESOLVED, the Board of Education approves the following persons as Volunteers with terms as stated:

Name	Position	Compensation	Effective Dates
Jacob Bentz	Volunteer Baseball Coach MHS	N/A	2021-2022 School Year
Scott Schengrund	Volunteer Softball Coach MHS	N/A	2021-2022 School Year

D-5 RESOLVED, the Board of Education approves the following substitutes for the 2021-2022 school year with compensation as stated, pending satisfactory completion of employment requirements:

Name	Position	Compensation	Effective Dates
Zamen Haider	Substitute Teacher / Instructional Assistant	Long Term: \$190 Per Day Teacher: \$125 Per Day Inst. Asst: \$105 Per Day	February 16, 2022 – June 30, 2022
Ashley Michalski	Substitute Teacher / Instructional Assistant	Long Term: \$190 Per Day Teacher: \$125 Per Day Inst. Asst: \$105 Per Day	February 16, 2022 – June 30, 2022
Maria Kurasinski	Substitute Custodian	\$15 per hour	February 16, 2022 – June 30, 2022

D-6 RESOLVED, the Board of Education approves the Job Descriptions for the following positions:

- Vice Principal: ABIS Middle School
- Instructional Assistant
- District Secretary

D-7 RESOLVED, the Board of Education approves the abolishment of the following Job Description for the position as indicated:

- Vice Principal/Subject Area Supervisor

D-8 RESOLVED, the Board of Education approves the job title change of the Vice Principal/Subject Area Supervisor to Vice Principal: ABIS Middle School effective February 16, 2022.

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 December 2021:

WHEREAS, these reports show the following balances on December 31, 2021:

FUND	CASH BALANCE	APPROPRIATION BALANCE
(10) General Current Expense Fund	\$7,495,404.65	
(11) Current Expense		\$1,965,266.51
(12) Capital Outlay		\$0.00
(13) Special Schools		\$0.00
(20) Special Revenue Fund	(238,287.14)	\$1,262,817.10
(30) Capital Projects Fund	(1,737,398.84)	\$174,739.15
(40) Debt Service Fund	\$2,225.03	\$0.00
TOTAL	\$5,521,943.70	\$3,402,822.76

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:

Fund	Check Numbers	Amount
General Fund #10		\$2,498,363.71
Special Revenue Fund #20		\$160,963.58
Capital Projects Fund #30		\$980.00
Debt Service Fund #40		\$0.00
TOTAL		\$2,660,307.29

E-3 BUDGET TRANSFERS RESOLUTION – NONE FOR THIS MEETING

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 December 31, 2021.

AMOUNT	TO	FROM	REASON

E-4 CAFETERIA CLAIMS

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

CHECK#	DATE	VENDOR	AMOUNT
3122	12/17/21	Service Plus	\$909.90
3123	12/17/21	Aramark	\$60,446.12
3124	1/13/22	Edvocate	\$1,212.00
3125	1/19/22	Breakdown Product	\$534.00
3126	1/19/22	Service Plus	\$2,440.00
3127	1/19/22	Aramark	\$82,932.88
3128	2/2/22	Edvocate	\$1,212.00
3129	2/2/22	Service Plus	\$666.27
		Total	\$149,141.17

E-5 FACILITY USE REQUESTS

RESOLVED, the Board of Education approves the following Facility Use Request:

ORGANIZATION	PROGRAM	LOCATION	DATE	TIME	FEES
Manville Recreation	Easter Bunny Trail & Egg Hunt	Weston School Softball Field & Playground	April 9, 2022 Sat.	8:00 a.m. – 2:00 p.m.	N/A
MYAL	Wrestling	MHS Gymnasium & ABIS Gymnasium	February 20, 2022 Sun.	8:00 a.m. – 4:00 p.m.	N/A

E-6 ACCEPTANCE OF DONATION

RESOLVED, the Board of Education acceptance and appreciation for the following donations:

AMOUNT/ITEMS	ORGANIZATION	USE
\$400 – School Supplies	John Dolan Family	For Students at Weston Elementary School

E-7 ACCEPTANCE OF ANNUAL AUDIT

RESOLVED, the Board of Education approves the annual audit for the year ended June 30, 2021 be accepted and placed on file. The audit report is included in section 2, the financial section, of the Comprehensive Annual Financial Report (Addendum I), and that the following corrective action plan be implemented:

Recommendation Number	Corrective Action Approved by the Board	Method of Implementation	Person Responsible for Implementation	Completion Date of Implementation
2021-01	Appropriate action to be taken to ensure that net cash resources of the Food Service Fund do not exceed (3) months average expenditures.	School Business Administrator will monitor Cafeteria Account Balance to assure net cash resources do not exceed three (3) months average expenditures. Current surplus will be utilized to purchase new kitchen equipment.	School Business Administrator	Current excess surplus to be spent by June 30, 2022 and monitored on a monthly basis here on out.

E-8 APPROVAL SALE OF NOTE FOR REFERENDUM PROJECTS

RESOLUTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF MANVILLE IN THE COUNTY OF SOMERSET, NEW JERSEY AUTHORIZING THE SALE OF NOTES TO FINANCE THE COSTS OF A SCHOOL FACILITIES PROJECT

WHEREAS, The Board of Education of the Borough of Manville in the County of Somerset, New Jersey (the "Board") approved the submission of a proposal (the "Proposal") to the voters of the School District by a resolution adopted on December 21, 2021 which authorized the Board to undertake school facilities improvements (the "Project") and expend on the Project an amount not to exceed \$3,950,000 which cost would be funded with school obligations in an amount not to exceed \$3,950,000; and

WHEREAS, on January 25, 2022, at a special School District election, the Proposal was approved by the affirmative vote of a majority of the legal voters present and voting; and

WHEREAS, as of the date hereof, the Board has determined that it is necessary and desirable to authorize notes (the "Notes") in the amount of not to exceed \$3,950,000 to finance the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF MANVILLE IN THE COUNTY OF SOMERSET, NEW JERSEY THAT:

1. The Notes are hereby authorized and shall be issued in a principal amount not exceeding \$3,950,000, pursuant to and within the limitations proscribed by Title 18A, Education, of the Revised Statutes of New Jersey, to finance the Project.

2. All Notes issued hereunder shall be in the principal amount, shall bear interest at such rate or rates and be in such form and shall mature at such times as may be determined by the Business Administrator/Board Secretary, provided that no Note shall mature later than one (1) year from its date. The Business Administrator/Board Secretary shall determine all matters in connection with the Notes, and the signature of the Board President or Board Vice President upon the Notes shall be conclusive evidence as to all such determinations. All Notes issued hereunder may be renewed from time to time in accordance with the provisions of N.J.S.A. 18A:24-3. The Business Administrator/Board Secretary is hereby authorized to sell part or all of the Notes from time to time at public or private sale and to deliver them to the purchaser thereof upon receipt of payment of the purchase price and accrued interest thereon from their dated dates to the date of delivery thereof. The Business Administrator/Board Secretary is directed to report in writing to the Board at the meeting next succeeding the date when any sale or delivery of the Notes is made. Such report must

include a description of the principal amount, interest rate, purchase price, maturity date and name of the purchaser of the Notes so sold.

3. The Board hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on the Notes, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Notes.

4. The Board reasonably expects to reimburse itself from the proceeds of the Notes for certain costs of the Project paid prior to the execution and delivery of the Notes from sources other than the Notes which have been or are reasonably expected to be reserved, allocated on a long-term basis or have otherwise been set aside by the Board, pursuant to its budget or financial policies with respect to any expenditures to be reimbursed. This Section 4 is intended to be and hereby is a declaration of the Board's official intent to reimburse any expenditures toward certain costs of the Project to be incurred and paid prior to the execution and delivery of the Notes in accordance with Treasury Regulation Section 1.150-2, and no further action (or inaction) will be an abusive arbitrage device in accordance with Treasury Regulation Section 1.148-10 to avoid, in whole or in part, arbitrage yield restrictions or arbitrage rebate requirements under section 148 of the Code. The proceeds of the Notes used to reimburse the Board for any expenditures toward certain costs of the Project will not be used directly or indirectly (i) to "refund" an issue of governmental obligations within the meaning of Treasury Regulation Section 1.150-1(d), (ii) to create or increase the balance in "replacement proceeds", within the meaning of Treasury Regulation Section 1.148-1 of the Notes, or any other agreement, with respect to any obligation of the Board or to replace funds, or (iii) to reimburse the Board for any expenditure or payment that was originally paid with the proceeds of any obligation of the Board. The Notes used to reimburse the Board for any expenditure toward certain costs of the Project, as described above, will be issued in an amount not to exceed \$3,950,000. The costs to be reimbursed with the proceeds of the Notes will be "capital expenditures" in accordance with the meaning of section 150 of the Code and Treasury Regulation Section 1.150-1. This Section 4 shall take effect immediately, but will be of no effect with regard to expenditures for costs paid outside the permitted reimbursement period set forth in Treasury Regulation Section 1.150-2(d)(2).

5. The Business Administrator/Board Secretary is authorized to prepare and to update from time to time, as necessary, a financial disclosure document to be distributed in connection with the sale of Notes, which are authorized herein, and to execute such disclosure document on behalf of the Board. The Business Administrator/Board Secretary is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Board pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of the Notes, and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Board fails to comply with its undertaking, the Board shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking. The Business Administrator/Board Secretary is hereby further authorized and directed to perform all acts and things, to do all that is necessary and proper and to execute and deliver all agreements and certificates required to comply with the provisions of the Rule.

6. This resolution shall take effect immediately.

E-9 ACCEPTANCE OF ELECTION RESULTS

RESOLVED, the Board of Education accepts the election results for the January 25, 2022 Special Election as shown in Addendum II.

E-10 APPROVAL VOID OLD OUTSTANDING CHECKS

RESOLVED, the Board of Education approves the list of outstanding checks in the amount of \$6,455.24 that have been outstanding for over a year as null and void.

General Account

Check Number	Check Amount	Check Number	Check Amount
36051	\$40.39	36811	\$15.18
36256	\$16.57	36812	\$50.00
36450	\$1.32	36870	\$300.00
36463	\$4.98	37592	\$54.58
36530	\$1.32	37611	\$360.00
36532	\$6.55	37719	\$28.68
36791	\$6.05	37896	\$3.57
36803	\$11.97	38132	\$22.82
36811	\$15.18	7007	\$2,951.36

General Account Total \$3,875.34

Student Activities Account

Check Number	Check Amount	Check Number	Check Amount
5317	\$70.00	6026	\$50.00
5350	\$120.00	6057	\$20.00
5923	\$19.79	6114	\$34.00
5973	\$162.11	6117	\$34.00
5989	\$50.00	6169	\$375.00
6019	\$150.00	6179	\$370.00
6022	\$100.00	6180	\$375.00
6025	\$100.00	6230	\$10.00

Student Activities Account Total \$2,039.90

Athletics Account

Check Number	Check Amount	Check Number	Check Amount
9530	\$40.00	10031	\$89.00
9597	\$80.00	10220	\$89.00
9619	\$80.00	10227	\$40.00
9915	\$62.00	10391	\$60.00

Athletics Account Total \$540.00

E-7 REVISED SUBSTITUTE RATES 2021- 2022

RESOLVED, the Board of Education approves the following rates of pay for the 2021-2022 school year.

Substitute Teachers	\$125.00 per day	as of February 16, 2022
Substitute Instructional Aides	\$105.00 per day	as of February 16, 2022

F. REFERENDUM: Timothy Kenyon, *Chairperson*

IX. OLD BUSINESS/NEW BUSINESS

X. PUBLIC COMMENT – Mrs. Lombardino 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